



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
Tel: +27 12 482 3000 • Fax +27 12 367 5151 • Reg. No 1999/001899/30 • www.sita.co.za

Our Ref: RFA 2501-2025

Enquiries: Reabetswe Nzimande

Tel: 012 482 3657

Date: 09 June 2025

PROSPECTIVE BIDDER

RFA 2501-2025: RFA for the design, supply, installation and maintenance of Unified Communication solutions and also to offer Unified Communication services for SITA for a period of five (5) years.

Bidder is invited to submit bid response for: RFA 3078-2024: Appointment of a Panel of Accredited Service Providers for Network Switch Infrastructure and WI-FI Infrastructure to SITA for a period of Five (05) years.

Non-Compulsory Virtual Briefing session to be held as follows:

Date: **17 June 2025**

Time: **11:00 am to 12:00 pm**

Place: Virtual Microsoft Teams ([Join the meeting now](#))

The final date for clarification questions is **26 June 2025**.

The closing date for bid submission is **03 July 2025**.

Notes to the bidders:

- You must ensure that you are registered on the CSD and that all your company details have been updated on the CSD.

Non-Executive Directors:

Ms Sedzani Mudau (Chairperson), Mr Willie Vukela, Mr Willie Mathebula, Adv. Johannes Collen Weapond, Mr Omega Shelembe

Executive Directors:

Mr. G Reddy (Managing Director Acting), Mr. MK Kgauwe (Chief Financial Officer)

Company Secretary:

Ms. B Laka

- The following will apply for this Bid:

- **CLOSING OF BIDS**

Bidders must submit their Bid responses through the tender box at Erasmuskloof (459 Tsitsa Street) at 11h00 on the Bid closing date.

- **ADMINISTRATIVE PRE-QUALIFICATION REQUIREMENTS**

Submission of bid response: The bidder has submitted a bid response documentation pack:

- (i) that was delivered at the correct physical or postal address and within the stipulated date and time as specified in the "Invitation to Bid" cover page and,
- (ii) the correct format of the proposal or documents in a hard copy and an electronic version of the original using a flash drive (USB)

The published bid document is packaged as follows:

Bidders must submit their bid responses as follows and must tick in the box to confirm if the bid response is submitted as such:

Manner of submission	Bidder to tick ✓ to indicate that the bid response has been submitted in this sequence
Responses through the tender box at Erasmuskloof (459 Tsitsa Street) at 11h00 on the Bid closing date	

All queries to this bid must be submitted in writing to the following email address:
Reabetswe.Nzimande@sita.za

Yours sincerely



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Audrey Matlapeng
Senior Manager: Government Cluster (Acting)