



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: RFB 2009/ 2022  
Enquiries: Lunathi Mqalo  
Tel: +27 12 482 2665  
Date: 2022-07-22

## PROSPECTIVE BIDDERS

**RFB 2009/2022: ESTABLISHMENT OF A TRANSVERSAL CONTRACT (RFB2009) BY APPOINTING A PANEL OF APPROVED SERVICE PROVIDERS TO SUPPLY, INSTALL, MAINTAIN AND SUPPORT AUDIO- VISUAL COMMUNICATIONS TECHNOLOGY AND SOLUTIONS FOR A PERIOD OF 3 (THREE) YEARS**

Bidders are invited to submit tender for **RFB 2009/2022: Establishment of a transversal contract (RFB2009) by appointing a panel of approved service providers to supply, install, maintain and support audio- visual communications technology and solutions for a period of 3 (three) years.**

**A Non-Compulsory briefing session** will be held online via teams on **02 August 2022 at 11H00 am.**

The final date for **clarification questions** is **10 August 2022.**

The **closing date** for bid submission is **16 August 2022 at 11h00am.**

### 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.
- The following will apply for this Bid:

- **Closing of Bids**

Bidders must submit their Bid responses through the tender box at SITA Erasmuskloof (459 Tsitsa Street) at 11h00am 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;

**Non-Executive Directors:**

Ms M Mosidi (Chairperson), Ms S Bvuma (Dr) (Deputy Chairperson), Ms S Moonsamy, Ms N Pietersen, Ms Z Hill, Ms O Ketsekile,  
Mr T Ratshitanga (Dr), Mr R Ramabulana, Mr W Vukela, Ms L Mseme, Ms J Morwane, Mr M Ratshimbilani

**Executive Directors:**

Mr L Keyise (Interim Managing Director), Mr MK Kgauwe (Chief Financial Officer)  
Mr. V. Mphaphuli: Company Secretary (Acting)

- ii. in the correct format as one original document, one copy and two copies on memory stick / USB.
- **OEM and Regional schedule (Annex D)**

Bidders will complete the OEM and Regional schedule (**Annex D**) in the Excel spreadsheet format provided, include this as part of the hard copy submission documents as well as a memory stick.

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:

<b>Manner of submission</b>	<b>Bidder to tick ✓ to indicate that the bid response has been submitted in this sequence</b>
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:

[Lunathi.Mqalo@sita.co.za](mailto:Lunathi.Mqalo@sita.co.za)

Yours sincerely



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Siphamandla Mbhele  
Manager: Transversal Contracts

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