



home affairs

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

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Attention: Ms. Msimanga

PROPOSED EXTENSION: RENEWAL OF MICROSOFT ENTERPRISE AGREEMENT

1. The current contract in respect of the above-mentioned services will expire on the 31 March 2025.
2. The Department intends extending the contract for the Microsoft Enterprise Agreement for the period of three (03) years, from 01 April 2025 to 31 March 2028, subject to approval by the Department's delegated authority.
3. It is therefore requested that your entity confirm in writing that you will be able to extend the contract based on the same terms and conditions, if approval to extend is granted by the Department's delegated authority.
4. In addition, you are requested to submit the completed SBD 4 (see attached) and the entity's latest CSD report.
5. Your urgent response with the confirmation for the extension by no later than the Monday, 10 March 2025 would be greatly appreciated.

Yours sincerely

MS. R. PRINSLOO

ACT. DIRECTOR: DEMAND AND ACQUISITION MANAGEMENT

DATE: 7/3/2025