

QUOTATION



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

SITA REF: QUOT-21079 Rev 1.0
REF/ARS/ITSM 7 No.: WO12604
File Plan N:\17 Config Management
Source File_ 2021-
2023\Quotation
Change Cont. No. KZN Config/DRM CCR #
Author: Carl Ross
Enquiry: Patricia Stannard
Tel: 083 376 7338
Date: 22 July 2025

To: The Head of Department
KwaZulu-Natal Provincial Treasury
Private Bag 3613
Pietermaritzburg
3200

Attention: Dr. Christopher Rajah



As part of the formal tasking of SITA to undertake the specific services in terms of the departments/Municipality business requirements, elements of this tasking are detailed within this formal quotation.

Deliverables/Receivables
Deliverables
Receivables



✓
□

QUOTATION FOR RFQ 5877-2494-2024: APPOINTMENT OF A SERVICE PROVIDER FOR KWAZULU-NATAL PROVINCIAL TREASURY TO PROCURE RENEWAL OF MIMICAST LICENSES INCLUDING MAINTENANCE AND SUPPORT FOR A PERIOD OF THREE (3) YEARS

For the above-mentioned request the following tasks, activities and pricing is applicable.

Table 1 - Work Breakdown Structure for: RFQ 5877-2494-2024: Appointment of A Service Provider for KwaZulu-Natal Provincial Treasury to Procure Renewal of Mimecast Licenses for A Period of Three (3) Years

Deliverables/Receivables Tasks and Activities	Qty	Unit Price	Total Price
Renewal of Mimecast Licenses	36	R73,514.07	R2,646,506.66
Maintenance and Support	36	R4,858.33	R174,900.00
Net Price			R2,821,406.66
VAT 15%			R423,211.00
GROSS PRICE			R3,244,617.66

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This quotation is subject to the following conditions:

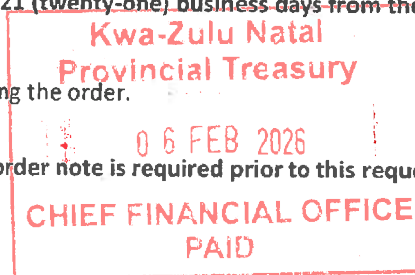
1. Exchange rate fluctuations.
2. Supplier price fluctuations.
3. Any changes in customs and excise duties.
4. Factors beyond SITA's control (e.g. freight, etc.) that may affect the price of the goods.
5. The warranty is for parts only.
6. Payment is strictly thirty (30) days from supply.
7. SITA does not supply any cables for network connectivity.
8. Where applicable, an addendum will be signed between the Department and SITA on commissioning of this service.
9. **Only with the receipt of the Signed 'Approval/Non-Approval' section of this quotation together with your purchase order will be constituted as acceptance of this quotation for non-RFP requirements.**
10. **For RFP requirements only with the receipt of the Signed 'Approval/Non-Approval' section of this quotation together with your purchase order and related signed service level agreement or project charter or proposal will be constituted as acceptance of this quotation**

The quotation is valid for 21 (twenty-one) business days from the SITA date of signature

Confirm the price on placing the order.

An official departmental order note is required prior to this request being processed.

Approved by:




Senior Manager: Service Management Services;
Andiswa Khumalo

29/07/2025

Date



SITA QUOTATION
APPROVAL/NON-APPROVAL

Indicate your acceptance or rejection in the table provided and fax to 033-3953105 or email Patricia Stannard, Patricia.Stannard@sita.co.za.

The official order note must accompany this page if the quote is accepted.

Non-Disclosure of Information relating to a (RFQ, RFP, URS etc.):			
1. On receipt of a SITA (RFQ, RFP, URS), the Client undertakes:			
1.1	to keep confidential all information (written, including information contained in electronic format, or oral) concerning the business and affairs of SITA that it shall have obtained or received from SITA through the RFP;		
1.2	not without SITA's written consent to disclose nor change the information in whole or in part to any other person save its employees involved in the implementation of this agreement, and who have a need to know the same; and		
1.3	to use this information solely in connection with the implementation of this Proposal and not for its own benefit of any third party.		
2. The provisions of Clause 1. shall not apply to the whole or any part information to the extent that it is:			
2.1	already known to the recipient without obligation of confidence;		
2.2	independently developed by the recipient;		
2.3	publicly available without breach of this agreement;		
2.4	rightfully received from a third party;		
2.5	released for disclosure by the disclosing party with its written consent; or		
2.6	required to be disclosed in response to a valid order of court or other governmental agency or if disclosure is otherwise required by law.		

ART/ITSM / REFERENCE NUMBER	KwaZulu-Natal Provincial Treasury WO0000000012604			
DEPARTMENT	KwaZulu-Natal Provincial Treasury			
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR KWAZULU-NATAL PROVINCIAL TREASURY TO PROCURE RENEWAL OF MIMICAST LICENSES including maintenance and support FOR A PERIOD OF THREE (3) YEARS			
TOTAL BUDGET AMOUNT (ONCE OFF) including VAT				
TOTAL BUDGET AMOUNT (RECURRENT) including VAT	R90,128.27 x 3 years (36 months)			
TICK WHENEVER IS APPLICABLE	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">ACCEPTED</td> <td style="width: 50%;">NOT ACCEPTED</td> </tr> </table>	ACCEPTED	NOT ACCEPTED	
ACCEPTED	NOT ACCEPTED			
SIGNED				
FULL FIRST NAME AND SURNAME (IN PRINT)				
DESIGNATION OF SIGNED (IN PRINT)				
DEPARTMENTAL ORDER NUMBER				
FULL FIRST NAME AND SURNAME OF CONTACT PERSON (IN PRINT)				
CONTACT PERSON'S TEL NO	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">OFFICE</td> <td style="width: 33%;">CELL</td> <td style="width: 33%;"></td> </tr> </table>	OFFICE	CELL	
OFFICE	CELL			
DELIVERY ADDRESS (IN PRINT)				
DATE OF SIGNATURE				