



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 3109-2025

Enquiries: Elelwani Mundalamo

Tel: 012 367 3995

Date: 25 June 2025

PROSPECTIVE BIDDERS

RFB 3109-2025- FOR THE PROVISION OF PLANNING, DESIGN, SUPPLY, INSTALLATION AND CONFIGURATIONS TO UPGRADE SITA ACCESS SWITCHES AT PRETORIA HEADQUARTERS AND REGIONAL OFFICES WITH MAINTENANCE AND SUPPORT FOR A PERIOD FIVE (5) YEARS

Bidders are invited to submit tender for **RFB 3109-2025**: for the provision of planning, design, supply, installation and configurations to upgrade SITA access switches at Pretoria headquarters and regional offices with maintenance and support for a period five (5) years.

Non- Compulsory Virtual Briefing Session will be held on **09 July 2025 at 11h00am.** and it will close on **21 July 2025 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 **Erasmuskloof (459 Tsitsa Street)** at **11h00 AM** 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) in the correct format as follows:

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

- One (1) original file excluding pricing which must be submitted in a separate envelope;
- One (1) hard copy excluding pricing which must be submitted in a separate envelope;
- Two (2) electronic copies on USB memory stick/ flash drive in Portable Document Format (PDF) of the RFB Document and Technical / Functionality Response.
- Two (2) electronic copies on USB memory stick/ flash drive in Portable Document Format (PDF) of pricing only.

- **BID PRICING SCHEDULE**

Bidders will complete the bid pricing schedule 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 response 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 AM on the Bid Closing date	

All queries to this bid must be submitted in writing to the following email address:
Elelwani.Mundalamo@sita.co.za

Yours sincerely



Muditambi Gangazhe

Manager: ICT Commodities

25 June 2025

Date

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