



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 2855-2023
Enquiries: Lesley Chauke
Tel: 012 482 2030
Date: 13 March 2024

PROSPECTIVE BIDDERS

RFB 2855-2023: THE APPOINTMENT OF A SUITABLE SUPPLIER/SERVICE PROVIDER TO UPGRADE CURRENT FINANCIAL SYSTEMS, REPLACE SOFTWARE (SUPPLY, CONFIGURE, DEPLOY, TRAIN AND COMMISSION) AND PROVIDE SUPPORT AND MAINTENANCE FOR A PERIOD OF THREE (3) YEARS

Bidders are invited to submit tender responses for the appointment of a suitable supplier/service provider to upgrade current financial systems, replace software (supply, configure, deploy, train and commission) and provide support and maintenance for a period of three (3) years

NOTE: COMPULSORY VIRTUAL BRIEFING SESSION:

DATE: 20 April 2024
TIME: 10:00AM

Compulsory virtual briefing session: [Click here to join the meeting](#)

The **Closing Date** for bid submission is **9 April 2024**.

Notes to the bidders:

- You must ensure that you are registered on the CSD and 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 11h00am on the Bid closing date **9 April 2024**.
 - **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 one original document, two copies and a copy on memory stick.

Non-Executive Directors:

Mr K Pillay (Chairperson), Ms L Petlele (Deputy Chairperson), Ms N Pietersen, Ms K Sibanda,
Ms L Abrahams (Dr), Mr M Mnisi, Mr L Keyise, Ms L Mseme, Ms R Naidoo

Executive Directors:

Mr S Dzungwa (Managing Director: Acting) Mr MK Kgauwe (Chief Financial Officer),
PH Attorneys (Company Secretary: Acting)

- **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 11h00am on the Bid closing date 9 April 2024.	

All queries to this bid must be submitted in writing to the following email address: lesley.chauke@Sita.co.za

Yours sincerely



Andile Ngxoza
Senior Manager: Basic and Tactical Sourcing

13 March 2024
Date

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