



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 3019/2024

Enquiries: Andisiwe Kunaka

Tel: 012 482 3293

Date: 14 October 2024

PROSPECTIVE BIDDERS

RRFB 3019/2024 THE REQUEST FOR HOSTING, SUPPORT, ENHANCEMENT AND MAINTENANCE OF THE WEBSITE FOR THE PRESIDENCY FOR THE PERIOD OF FIVE (5) YEARS.

Bidders are invited to submit tender for RFB 3019/2024 The request for hosting, support, enhancement and maintenance of the website for The Presidency for the period of five (5) years.

Compulsory Briefing Session

Date: **21 October 2024.**

Time: **11h00**

Place: **East Wing Room 282, Union Buildings, Government Avenue, Pretoria**

Instructions for access: ID documents are needed for access to Union Buildings

All questions will be addressed at the briefing session.

Closing date for bid submission is **04 November 2024.**

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 –

Non-Executive Directors:

Mr. M Mosidi (Chairperson), Prof. S Bvuma (Deputy Chairperson), Ms. Z Hill, Ms. O Ketsekile,
Ms. N Pietersen, Mr. R Ramabulana, Mr. M Ratshimbilani

Executive Directors:

Mr. S Dzengwa (Managing Director Acting), Mr. MK Kgauwe (Chief Financial Officer)

Company Secretary (Acting):

Ms. N Green

- (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: 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 and Two (2) electronic copies on USB memory stick/ flash drive in Portable Document Format (PDF) of pricing only.**

- BID PRICING SCHEDULE

Bidders must complete the bid pricing schedule in the Excel spreadsheet format provided and include this as part their submission.


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	<input type="checkbox"/>

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

Yours sincerely

.....

Muditambi Gangazhe
Senior Manager: Basic and Tactical Sourcing (Acting)

Date **14 October 2024**

Non-Executive Directors:

Ms. M Mosidi (Chairperson), Prof. S Bvuma (Deputy Chairperson), Ms. Z Hill, Ms. O Ketsekile,
Ms. N Pietersen, Mr. R Ramabulana, Mr. M Ratshimbilani

Executive Directors:

Mr. S Dzungwa (Managing Director Acting), Mr. MK Kgauwe (Chief Financial Officer)

Company Secretary (Acting):

Ms. N Green