



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

Invitation for RFB 2299/2020

Prospective Bidders

Bidders are invited to submit tenders for the RFB 2299-2020: Provision of Hardware maintenance & Operating System Restoration of all End - User computer related equipment for SAPS.

The Closing Date for bid submission is 11 December 2020 at 11:00am.

Bidders should ensure that Bids are delivered in time at Pongola in Apollo, SITA Head Office, 459 Tsitsa Street, Erasmuskloof, Pretoria.

The bid box is accessible 24 hours a day, 7 days a week. If the bid is late, it will be stamped, recorded and returned to the bidder within seven (7) days from the bid closing date.

Public Opening will be held on 11 December 2020 at 12:00pm at Pongola in Apollo, SITA Head Office, 459 Tsitsa Street, Erasmuskloof, Pretoria.

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
1 Original hard copy (inclusive of everything)	
1 Hard Copy (inclusive of everything)	
2 CDs for Part A of the Bid Document	
2 CDs for Part B (Pricing/Costing) of the bid document	

It is the Bidder's responsibility to ensure that the information on the electronic copy is the same as in the hard copies, also, information in the original file must also be the same as in the copied files. To ensure that the

electronic copies are not damaged, the bidder must submit the CDs in a sealed padded envelop and it must be attached to the hard copy and be clearly marked as follows: RFQ Number, RFQ Description, RFQ Closing Date and the Bidder's Name and contact Details including Postal Address.

The original copy must be **signed in ink** by an authorised employee, agent or representative of the bidder and each and every page of the proposal shall contain the initials of same signatories. Bidders shall submit proposal responses in accordance with the prescribed manner of submission as specified above.

All queries to this bid must be submitted in writing to the following emails: tebogo.seima@sita.co.za.

Yours sincerely


.....
Mpumelelo Nhlangulela
Senior Manager: Procurement

Cc: SITA Tender Office