



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
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Our Ref: **RFB 3301-2026 / ERP**

Number 530015

Enquiries: Bongsi Mochalatjie

Tel: 012 482 2034

Date: 27-10-2026

REQUEST FOR BIDS

PROSPECTIVE BIDDERS

RFQ No:	RFB 3301-2026 / ERP Number 530015
Description	APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE A NEW INTEGRATED VIDEO CONFERENCING AND AUDIO-VISUAL SOLUTION FOR SAPS UBUNYE AUDITORIUM
Compulsory Site Visit Briefing Session	Date: 05 November 2026 Time: 10 AM Venue: 16 Empire Rd, Parktown, Johannesburg, 2193
Publication date	27 October 2026
Closing Date for questions / queries	06 November 2026
Bid Response Submission Address	The SITA-Supplier Oracle ERP portal is accessible on the URL link as follows: www.suppliers.sita.co.za .
Original Closing Details and Time	19 November 2026 Time: 11:00 (South African Time)
RFQ Validity Period	120 Days from the Closing Date

HEREWITH THE LINK TO REGISTER YOURSELF ON ERP:

https://suppliers.sita.co.za/OA_HTML/OA.jsp?page=/oracle/apps/pos/onboard/webui/ProspRegPG&OAH=POS_GUEST_REG_HP&OASF=POS_SUPPREG_REGISTER&OAPB=POS_ISP_BRAND&oid=CB0FA7C16C8D33F8

Non-Executive Directors:

Prof Stella Bvuma (Chairperson), Ms. Siphumelele Dlungwane, Ms. Zimbini Hill, Ms. Nalini Maharaj, Mr. Willie Mathebula, Mr. Protas Phili, Mr. Rendani Ramabulana, Mr. Willie Vukela, Adv Johannes Collen Weapond

Executive Directors:

Mr. Magatho Mello (Managing Director), Ms. Yolande van Biljon (Chief Financial Officer)

Company Secretary:

Ms. Shirley Kgope (Acting)

1. **Notes to the bidders:**

Bidders must ensure they are registered on the Central Supplier Database and that all its company details have been updated on the CSD.

The following will apply for this Bid:

- **CLOSING OF QUOTATIONS** - The SITA-Supplier Oracle ERP portal is accessible on the URL link as follows: www.suppliers.sita.co.za
- **BID PRICING SCHEDULE** - Bidders will complete the bid pricing schedule in the Excel spreadsheet format provided.

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
Bid Response Submission Address: The SITA-Supplier Oracle ERP portal is accessible on the URL link as follows: www.suppliers.sita.co.za at 11h00 am on the Bid Closing date	

All queries to this bid must be submitted in writing to the following email address: bongi.mochalatjie@sitaco.co.za

Yours sincerely



Lebohang Matshasa

Procurement Manager

CC/ Tender office