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 3313-2026
Enquiries: Lindokuhle Mantyintyi
Tel: +27413985823
Date: 13 November 2026

REQUEST FOR BID – BRAND SPECIFIC

PROSPECTIVE BIDDERS

RFB 3313-2026- (ERP 552010) Request for bid for the procurement of two hundred and fifty (250) Adobe Acrobat Pro edition licenses for a period of thirty-six (36) months in the Western Cape Government (WCG)- Department of Health and Wellness.

Bidders are invited to submit tender for RFB 3313-2026- (ERP 552010).

1. The **Publication Date** for the RFB is **13 November 2026** with a **compulsory briefing session** on **30 November 2026 at 10:00am Teams link below:** https://teams.microsoft.com/meet/3783987489372355?p=a3V0N1DASlpMmUcmRR . The **closing date** for RFB submission is **07 December 2026** at 11:00 a.m.

2. **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 BIDS -** Bidders must submit their Bid responses at https://suppliers.sita.co.za/OA_HTML/AppsLocalLogin.jsp
   - **BID PRICING SCHEDULE -** Bidders will complete the bid pricing schedule in the Excel spreadsheet format provided.

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
The SITA-Supplier Oracle ERP portal is accessible on the URL link as follows: https://suppliers.sita.co.za/OA_HTML/AppsLocalLogin.jsp	

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

Yours sincerely

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Yandiswa Citi
Procurement Manager
CC/ Tender office

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)
Acting Company Secretary:
Ms. Nontobeko Hendrick