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: RFP 3319-2009-2026 /ERP 563010,1
Enquiries: Bongi Mochalatjie
Tel: 012 360 9044
Date: 26-11-2027

REQUEST FOR QUOTATION

PROSPECTIVE BIDDERS

RFQ No:	RFP 3319-2009-2026/ ERP Number 563010,1
Description	Sourcing of a Service Provider for the Modernization of the SITA Polokwane Boardroom.
compulsory onsite briefing session	**Date:** 10 December 2026 **Time:** 11:00 (South African Time) **Venue:** Moolman building, 29 Market street, Polokwane
Publication date	**27 November 2026**
Closing Date for questions / queries	**13 December 2026**
Bid Response Submission Address	The SITA-Supplier Oracle ERP portal is accessible on the URL link as follows: www.suppliers.sita.co.za.
RFQ Closing Details and Time	**Date: 13 January 2027** **Time:** 11:00 (South African Time)
RFQ Validity Period	120 Days from the Closing Date

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@sita.co.za

Yours sincerely



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Lebohang Matshasa
Procurement Manager: Northern Region