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 3311-2026
Enquiries: Nontombi Jantjie
Tel: +27 12 367 3935
Date: 17 November 2026

PROSPECTIVE BIDDER

Bidders are invited to submit a tender for **RFB 3311-2026: REQUEST FOR BID FOR THE APPOINTMENT OF A SERVICE PROVIDER TO UPGRADE THE REMOTE ENVIRONMENTAL MANAGEMENT SOLUTION WITH A FIVE (5)-YEAR MAINTENANCE AND SUPPORT AGREEMENT FOR A PERIOD OF FIVE (5) YEARS.**

Please note that RFB 3311-2026 will be required to be submitted electronically utilizing the link below, SITA has embarked on a journey on enabling Supply Chain Management wherein bid responses are to be published and submitted electronically using the ERP System.

Note that this request is authentic and bidders are encouraged to participate in the Automation project.

Publication date is 17 November 2026.

A **Compulsory Virtual Briefing Session** will be held as follows:

Date: 24 November 2026
Time: 10H00

Join: Briefing Session Login

Meeting ID: 369 156 532 564 292 7
Passcode: iT3FM3k6

The final date for **clarification questions** is **30 November 2026.**
The **closing date** for bid submission is **10 December 2026.**

Notes to the bidders:

The following will apply for this Bid:

ADMINISTRATIVE PRE-QUALIFICATION REQUIREMENTS

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

Submission of bid response:

Bidders are required to submit a complete bid response documentation pack that meets the following conditions:

1. Bidders must ensure that they are registered on the CSD and ensure that all company details are updated on the CSD.
2. The bid response must be submitted through the ERP system. Responses will only be considered valid if submitted via the ERP platform, within the stipulated date and time as indicated on the "Invitation to Bid" cover page,
3. Documentation must be provided in the correct format and presented as original documents,
4. Bidders must complete the bid pricing schedule using the excel format provided and ensure that it is included as part of the response documentation pack in the correct format as an original document,
5. Bidders are required to record each line-item price directly within the designated ERP system as part of their submission.
6. Please use the link to attain the "Sourcing Supplier User Guide" to enable your company to navigate the system: https://www.sita.co.za/content/erp-isupplier-ecatalogue-guidelines

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

Yours sincerely

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Bongeka Malinga
Manager: Strategic ICT Projects

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
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