



South African Revenue Service

**FINANCE**

PROCUREMENT CENTRE

**Office**  
Pretoria

**Enquiries**  
A Makgate

**Telephone**  
(012) 422-6821

**Facsimile**  
086 612 8509

**Room**  
Linton House, Ground Floor

**Reference**  
RFP 12/2013

**Date**  
2013-07-12

TO WHOM IT MAY CONCERN

Pretoria Head Office  
Linton House, Ground Floor  
570 Fehrsen Street,  
Brooklyn, 0181  
P O Box 2127, Groenkloof, 0027  
Telephone (012) 422-4000  
[Tenderoffice@sars.gov.za](mailto:Tenderoffice@sars.gov.za)  
[www.sars.gov.za](http://www.sars.gov.za)

Dear Sir/Madam,

**REQUEST FOR PROPOSAL** : Provision of the cleaning services at the  
**SARS offices in the Gauteng North, Limpopo  
and KwaZulu-Natal Region**

**COMPULSORY BRIEFING** : 19 – 24 July 2013  
**SESSIONS**

**CLOSING DATE** : 16 August 2013 at 11H00

**TENDER NUMBER** : RFP 12/2013

You are invited to quote for the provision as indicated in the attached tender forms.

The conditions contained in the Commissioner's Procurement Policy are applicable. All information submitted will be treated as strictly confidential.

The bid document must be sealed in an envelope on which the following information is clearly indicated:-

- a) The name and address of the bidder
- b) BID number – RFP 12/2013
- c) Closing date – 16 August at 11H00

All bid documents must be submitted in original, one soft copy and one hard copy format.

Bid documents may either be posted to the Tender Office–SARS Procurement Department, Linton House, 570 Fehrsen Street, Brooklyn Bridge, Brooklyn, Pretoria, 0181 OR placed in the tender box at the main entrance at the aforesaid address.

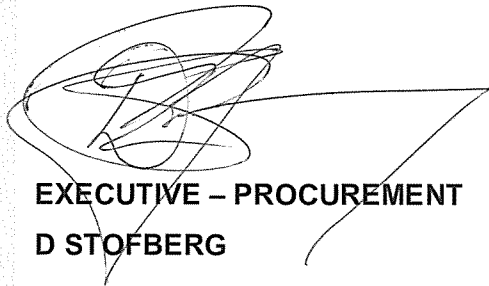
Bid documents will only be considered if received by SARS before the closing date and time, regardless of the method used to send or deliver such documents to SARS.

Late bids will not be accepted.

Please direct all enquiries to Aser Makgate on (012) 422 6821 and email:  
[tenderoffice@sars.gov.za](mailto:tenderoffice@sars.gov.za)

The bid forms must be completed fully.

Yours faithfully

A handwritten signature in black ink, appearing to be 'D Stofberg', is written over a large, faint, stylized signature graphic that resembles a large 'S' or 'D'.

**EXECUTIVE – PROCUREMENT**  
**D STOFBERG**