RFI 02-2023 eTendering ePurchasing

Communication 03#

Date of Issue: 03 July 2023

1. Answers to questions posed by Bidders.

These questions and answers as well as issued/re-issued documents can be found on SARS's website at www.sars.org.za

No	Questions	Answers
1.	Please advise if any mandatory documents need to be submitted as this is not highlighted. (SBD forms, Tax Certificate, BEE Certificate etc)?	There are no Mandatory documents as this is an (RFI) Request for information
2.	BUSINESS REQUIREMENTS SPECIFICATION - Option 1: As indicated in the requirement for this option the process ends at PO creation, would SARS consider also a) Source to Invoice scenario or b) Source to Pay Scenario?	You may include both scenarios in the submission
3.	BUSINESS REQUIREMENTS SPECIFICATION - Option 2: The flow does not include contracts creation, would SARS be willing to accept a recommendation to include Sourcing, Contracts and Supplier Risk and Compliance Management?	You may include contracts creation, Sourcing, Contracts and Supplier Risk and Compliance Management however consider making this process into two(2) options: a) dependency b) non-dependency.
4.	BUSINESS REQUIREMENTS SPECIFICATION - Option 1 and Option 2: a) Where would the Inventory Master reside within SAP or should the vendors provide a solution for this? b) Please describe your Supplier Relationship Management (SRM) processes/systems?	a) SAP b) Current – only mentioning where it touches on SRM processes,

	c) Do you actively track and manage KPIs/SLAs, price lists, and payment terms? d) Do you manage service contracts and track milestones?	• SAP ECC - Accounting side inc budget and commitments against budget, inventory management, Material Masters, MM, GRV, Assets, Vendor Management – certain vendor groups, Accounts Payable • SAP SRM7 - SC,RFx,Reverse Auction, PO, GRV, Outline Agreements (incl tracking of spend), work distribution to buyers, Approvals • External Vendor Portal, SLC (sell and buy side) - Vendor Registration and Vendor Management (SLC Portal for internal requirements), vendor classification, qualification & evaluation • E-Procurement (vendor portal) – Quotations and bid responses, Reverse Auctions, Tenders and tender responses • SAP Sourcing CLM - demand planning, projects, outline agreement, sourcing request • BI(BW) – reporting and dashboardsg • linked to CSD c) Outside of system, payment terms are linked to vendor master, pricing is managed within system. d) SARS does not currently use service master. Service contracts are managed same as others. Additional system process for IT related contracts for ITIL
5.	Number of users for the following areas: a) Requesters? b) Buyers (include all that will be involved in Contracts, tenders, approvers, evaluation team)	a) Everyone can be a potential requestor as buy on behalf of is allowed +- 600 currently b) +- 35 buyers, other depends on the nature of the contract / tender but no more than 20 at a given time