

PROCUREMENT CENTRE

Office
PretoriaGeneral Enquiries
(Weekdays 8:00 –16:00)Tender Office
012 422 4078
081 037 9162

Technical Enquiries

Email
tenderoffice@sars.gov.za

Reference

RFP 25/2025

Date: 25 September 2025



South African Revenue Service

TO WHOM IT MAY CONCERN

Lehae la SARS
299 Bronkhorst Street,
Nieuw Muckleneuk, 0181
Private Bag X923,
Pretoria, 0001

Dear Sir/Madam

INVITATION: REQUEST FOR PROPOSAL

The South African Revenue Service (SARS) invites you to tender for the goods and/or services as detailed in the attached tender forms. The conditions contained in the SARS Supply Chain Management Policy and the regulatory framework which governs tenders at SARS are applicable to this tender process.

Activity	Date / Time / Details
Bid Number:	RFP 25/2025
Description & Contract term:	Appointment of a service provider for marketing and advertising services and related training for SARS and the OTO for a period of sixty (60) months.
Virtual briefing session date and registration:	<p>A non- compulsory briefing session will be held on 6 October 2025 at 11H00 virtually via Microsoft Teams meeting and can be accessed at the following link:</p> <p>Join the meeting now</p> <p>Meeting ID: 394 979 755 995 6</p> <p>Passcode: RF3cF6jM</p>
Bidders to submit written questions on or before:	From 29 September 2025 to 10 October 2025
SARS to respond to bidders' written questions on or before:	16 October 2025

CLOSING DATE AND TIME (proposals due):	Date: 29 October 2025 Time: 11:00 Am Late bid proposals submitted after the closing date and time will NOT be accepted nor considered, regardless of the method used to send or deliver such documents to SARS.
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The physical bid proposal submissions must be deposited in the SARS tender box situated at the main entrance of the address below:

**SARS Procurement Tender Office, Lehae La SARS,
299 Bronkhorst Street, Nieuw Muckleneuk, Brooklyn,
Pretoria, 0181.**

Bid proposal submissions must be sealed in an envelope on which the following information is clearly indicated:

- a) The name and address of the tenderer
- b) Bid number
- c) Closing date

and is required to be submitted in two forms:

1 x Hardcopy submission	One (1) hardcopy submission clearly marked. A "hardcopy submission" means an A4 ring bound lever arch file.
1 x Electronic submission	One (1) electronic submission of a complete copy of the hardcopy submission. An "electronic submission" means a memory stick (USB stick) containing a complete copy of the hardcopy submission. The onus is on the bidder to ensure that the electronic submission submitted is a complete copy of the hardcopy submission.

Please direct all technical related enquiries to the Procurement Tender Office on email: tenderoffice@sars.gov.za.

Yours faithfully



NAME: KENNETH PILLAY

ACTING BUSINESS AREA HEAD: ACQUISITION MANAGEMENT

DATE: 25 September 2025