

**SUPPLY, MAINTENANCE OF SANITARY, AND HEALTH CARE
SERVICES FOR THE SARS OFFICES, COUNTRYWIDE FOR A
PERIOD OF 36 MONTHS**

Briefing Session: 12 April 2023 at 11H00

RFP No : RFP 40/2022

Closing Date: 5 May 2023 at 11h00

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BID EVALUATION COMMITTEE

Procurement

Sourcing Specialist

Governance, Compliance & Risk Specialist

Pricing Specialist

B-BBEE Specialist

Financial Analysis Specialist

SARS Business Unit

Technical Specialists

RFP TIMELINES

ACTIVITY	DUE DATE
RFP Advertisement Date & Availability of bid documents on SARS website	31 March 2023
Non-compulsory Briefing Session	12 April 2023 at 11h00
Bidder's questions	3 April 2023 – 25 April 2023
Response to Bidder's questions	25 April 2023
RFP Closing Date	5 May 2023 at 11h00

TECHNICAL REQUIREMENTS

SARS REQUIREMENTS

- Appointment of service providers for the supply, maintenance of sanitary and health care services for the SARS offices, countrywide for a period of 36 months
- Bid requirements and specifications:



Annexure A -
5 Technical Specific



Annexure B - List
of SARS offices (Reg

MANDATORY REQUIREMENT

No.	Mandatory evaluation criteria	Bidder to submit the below as proof
1.	Bidder must submit valid proof of company's accreditation in waste disposal alternatively supply proof of subcontracting with an accredited waste disposal company	Bidders to submit a valid Certificate of waste disposal

TECHNICAL EVALUATION CRITERIA

No	Technical evaluation criteria	Weights
1.	Bidder's Experience and Reference	20
2.	Proof of Qualifications, Skill levels and compliance to relevant Legislation i.e. Occupational Health and Safety Act	25
3.	Waste disposal process (personnel, transportation, and incineration)	20
4.	Detailed project plan	25
5.	Health and Safety plan	10
Total		100

Bid Evaluation Process: Gate 3 (Price & Specific Goals)

PRICING

NATIONAL TREASURY PREFERENTIAL PROCUREMENT REGULATION

Preference Point System

- In line with the requirements of the Preferential Procurement Policy Framework Act, 2000, and its Preferential Procurement Regulations 2022, only bidders that have met or exceeded the minimum threshold of 70 points for functionality in the technical evaluation, will be evaluated further in terms of the following preference point system
- The value of this bid is estimated to exceed R50 000 000 (all applicable taxes included) and therefore the 90/10 preference point system shall be applicable

PRICE EVALUATION

- Only Bidders that have achieved the minimum technical threshold of **70 points** will be considered for price evaluation
- Evaluation criteria:

Adjudication Criteria		Points
$Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$		90

Where

- Ps = Points scored for price of bid under consideration
- Pt = Rand value of bid under consideration
- $Pmin$ = Rand value of lowest acceptable bid

PRICING TEMPLATE



Pricing template

Bid Evaluation Process Gate 3 (Price & Specific goals)

SPECIFIC GOALS

SPECIFIC GOALS = 10 POINTS

Specific goals points may be allocated to Bidders on submission of valid B-BBEE certificate or sworn affidavit together with the SBD 6.1 Preference points claim form:

ADJUDICATION CRITERIA	POINTS
A duly completed Preference Point Claim Form: SBD 6.1 and a B-BBEE Certificate/Affidavit.	10

- The specific goals allocated points in terms of this tender is to an EME or QSE only.
- A bidder who do not claim preference points will be scored zero for Specific goals

POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
The entity is an EME/QSE	10			

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B-BBEE CERTIFICATE/AFFIDAVIT

The table below indicates the specific B-BBEE certification documents that must be submitted for this tender.

Classification	Turnover	Submission Requirement
Exempted Micro Enterprise (EME)	Below R10 million p.a	A sworn Affidavit or Certificate from CIPC
Qualifying Small Enterprise (QSE)	Between R10 million and R50 million p.a.	A sworn Affidavit – only 51% BO and above Certified copy of B-BBEE Rating Certificate from a SANAS Accredited rating agency.
Large Enterprise (LE)	Above R50 million p.a.	Certified copy of B-BBEE Rating Certificate from a SANAS Accredited rating agency.

Unincorporated JVs and Consortiums must submit a consolidated B-BBEE certificate as if they were a group structure for every separate Bid.

USE AND ACCEPTANCE OF AFFIDAVITS

Section 1.6 SBD 6.1 states.. 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

SARS reserves the right to request that bidders submit proof of their Black ownership and turnover information in support of their Affidavits.

FINANCIAL ANALYSIS

PURPOSE

- Part of overall risk management strategy of SARS
- One of multiple governance steps to assess financial fitness of bidders
- Assess financial stability
- Identify financial risks that SARS as an organisation is exposed too
- Recommend appropriate mitigating strategies

FINANCIAL REQUIREMENTS

- **Three recent complete sets of Audited/Reviewed Annual Financial Statements comprising of:**
 - ✓ Statement Of Comprehensive Income (*Income Statement*)
 - ✓ Statement of Financial Position (*Balance Sheet*)
 - ✓ Statement of Cash Flows (*Cash Flow Statement*)
 - ✓ Accompanying Unabridged Notes for ALL of the above documents
 - ✓ Any supplementary information
- **Less than three years Financial Periods**
 - ✓ Explanatory Letter – Providing reasons why the entity has been trading for less than three years signed by the Financial Director

FINANCIAL REQUIREMENTS

- **Joint Arrangements (JA)**
 - ✓ Annual financial statements of the JA and legal agreement detailing the percentage of ownership of each entity.
 - ✓ Unincorporated JAs must submit separate F/S for each party to the JA.
 - ✓ Signed JA legal agreement.
- **Financial statements in Bidding Companies Name**
 - ✓ Financial statements must be in name of the bidding entity.
 - ✓ Subsidiary submitting holding company's AFS must also furnish a Performance Guarantee from holding company.

BID SUBMISSION

Bidders must submit copies of each file (Original and Duplicate) and a USB with content of each file by
5 May 2023 at 11H00



TENDER BOX

Lehae La SARS, 299 Bronkhorst Street, Nieuw Muckleneuk,
Brooklyn, Pretoria

Any enquiries must be referred, in writing via email:
tenderoffice@sars.gov.za 3 April 2023 – 25 April 2023

Q & A Session

