

SPECIFICATION SIGN OFF: RFP-0005-2023 PROVISION OF INTEGRATED PEST CONTROL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS FOR ALL SARS OFFICES NATIONWIDE

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1 INTRODUCTION

The South African Revenue Service (SARS) intends to appoint a service provider/s for the provision of an Integrated Pest Management Program at a regional level for all SARS Offices, countrywide, for a period of 36 (thirty-six) months. The regions/ offices have been divided into clusters as contained in **Table A** of this document.

2 DESCRIPTION OF THE PROGRAM:

2.1 This specification is part of a comprehensive Integrated Pest Management (IPM) program for all SARS buildings listed herein. It should be noted that SARS reserves the right to add or remove buildings as listed in **Table A** at its sole discretion during the contract period. IPM is a process for achieving long-term, environmentally sound pest suppression and prevention using a wide variety of technological and management practices.

2.2 Control strategies in an IPM program include:

- 2.2.1 Structural and procedural modifications to reduce food, water, harborage, and access used by pests.
- 2.2.2 Pesticide compounds, formulations, and application methods that present the lowest potential hazard to humans and the environment.
- 2.2.3 Non-pesticide technologies such as trapping and monitoring devices; and
- 2.2.4 Coordination among all Physical Facilities management programs that have a bearing on the pest control effort.

3. Scope of work and deliverables for an Integrated Pest Control Program

3.1 The successful Service Provider shall furnish all supervision, labour, materials, and equipment necessary to accomplish the monitoring, trapping, pesticide application, and pest removal components of the IPM program.

3.2 The successful Service Provider shall also provide detailed, site-specific recommendations for structural and procedural modifications to aid in pest prevention.

4. Pest Control requirements: Pest Control

The Service Provider shall adequately suppress the following Pests:

- 4.1 On a monthly basis Indoor and outdoor populations of rodents, ants, cockroaches, dust -, paper mites, mosquitoes, spider webs; and
- 4.2 Placement of interior and exterior bait stations

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4.3 Recommendations about natural pest control i.e., a proposal on the use of Owl Boxes and rat traps to be made as a separate Annexure to the bidder's response. Staff education should form part of this proposal/s.

4.4 On a "as and when" required ad-hoc basis Individuals of all pest populations that are incidental invaders inside and outside the specified buildings, including winged termite swarms emerging indoors, bees, wasps, snakes, fogging, removal of weed bugs, lizards, snakes, spiders and frogs. These services may be requested. Quotations will be requested, and a purchase order issued before rendering this service.

5. Pest Control Building Inspections

5.1.1 The Service Provider shall complete a thorough, initial inspection of each building or site at least ten (10) working days prior to the starting date of the contract.

5.1.2 5.1.2 The purpose of the initial inspections is for the Service Provider to evaluate the pest control needs of all locations and to identify problem areas and any equipment, structural features, or management practices that are contributing to pest infestations.

5.1.3 Access to building space shall be coordinated with the Physical Facilities Management representative.

5.1.4 The Physical Facilities Management Representative will inform the Service Provider of any restrictions or areas requiring special scheduling.

5.2 Pest Vulnerable Areas

5.2.1 The following areas in all building must be treated:

- a) Distribution Boards (DB) boards, entrances / foyers, toilets, kitchens and pause areas.
- b) Filling and storerooms.
- c) Passages.
- d) All offices and common areas.
- e) Waste disposal areas; and Basements.

5.3 Pest Control Plan

5.3.1 the Service Provider shall submit to the Physical Facilities representative (or requesting office) a Pest Control Plan at least five (5) working days prior to the starting date of the contract.

5.3.2 Upon receipt of the Pest Control Plan, the Physical Facilities representative will render a decision regarding its acceptability within two (2) working days.

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5.3.3 If aspects of the Pest Control Plan are incomplete or disapproved, the Service Provider shall have two (2) working days to submit a revised proposal.

5.3.4 The Service Provider shall be on-site to perform the initial service visit for each building within the first five (5) working days of the commencement of the contract.

5.4 The Pest Control Plan shall consist of the following five parts

5.4.1 Proposed Materials and Equipment for Service, the Service Provider shall provide current labels and Material Safety Data Sheets (MSDS) for all proposed pesticides to be used, brand names of pesticide application equipment, rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, pest detection equipment, and any other pest control devices or equipment that may be proposed to IPC service.

5.4.2 Proposed Methods for Monitoring and Detection, the Service Provider shall describe methods and procedures to be used for identifying sites of pest harbourage and access, and for making objective assessments of pest population levels throughout the term of the contract.

5.4.3 Service Schedule for Each Building or Site, the Service Provider shall provide complete service schedules on a monthly frequency of Service Provider visits, specific day(s) of the week of Service Provider visits, and approximate duration of each visit.

5.4.4 Description of any Structural or Operational Changes That Would Facilitate the Pest Control Effort

5.4.5 The Service Provider shall describe site-specific solutions for observed sources of pest food, water, harbourage, and access.

5.4.6 Qualified Pest Control Officers

- The Service Provider shall provide valid certified photocopies of qualifications and registrations of their pest control officers for registration with the Department of Agriculture for every Service Provider employee who will be performing on-site service under this contract.
- The Service Provider shall be responsible for carrying out work according to the pre-approved Pest Control Plan.
- The Service Provider shall receive the concurrence of Physical Facilities **prior** to implementing any subsequent changes to the approved Pest Control Plan, including additional or replacement pesticides and on-site service personnel.

5.5 Record Keeping

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- 5.5.1 The Service Provider shall be responsible for maintaining a pest control logbook or file for each building or site specified in this contract.
- 5.5.2 These records shall be kept on-site and maintained on each visit by the Service Provider.
- 5.5.3 Each logbook or file shall contain at least the following items:
- A copy of the Service Provider's approved Pest Control Plan, including labels and MSDS sheets for all pesticides used in the building, brand names of all pest control devices and equipment used in the building, and the Service Provider's service schedule for the specific building.
 - These forms will be used to advise the Service Provider of routine service requests and to document the performance of all work, including emergency work. Upon completion of a service visit to the building or site, the Service Provider's employee performing the service shall complete, sign, and date the inspection report, and return it to the logbook or file within five working days of the services rendered.
 - The Service Provider shall perform routine pest control services that do not adversely affect tenant health or productivity during the regular hours of operation in buildings.
 - When it is necessary to perform work outside of the regularly scheduled service time set forth in the Pest Control Plan, the Service Provider shall notify the Physical Facilities representative at least one (1) day in advance.
 - The service visits must be schedule at the following times:
 - Office Hours : Service visits to start at 15:00; and
 - Weekends : Service visits to start at 08:00

5.6 Occupational Health and Safety

- 5.6.1 The Service Provider shall observe all safety precautions throughout the performance of this contractAll work shall be in strict accordance with all applicable Occupational Safety and Health Regulations.
- 5.6.2 The Service Provider shall assume full responsibility and liability for compliance with all applicable regulations pertaining to the health and safety of personnel during the execution of work.
- 5.6.3 Special EntranceCertain areas within some buildings may require special instructions for persons entering them.
- 5.6.4 Any restrictions associated with these special areas will be explained by the Physical Facilities representative.

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5.6.5 The Service Provider shall adhere to these restrictions and incorporate them into the Pest Control Plan.

5.6.6 Uniforms and Protective Clothing

5.6.7 All Service Provider personnel working in or around buildings specified in this contract shall wear branded protective clothing. SARS reserves the right to decline and/ or remove a Service Providers employee not adhering to this requirement.

5.6.8 The Service Provider shall determine the need for and provide any personal protective items required for the safe performance of work.

5.6.9 Protective clothing, equipment, and devices shall, as a minimum, conform to Occupational Safety and Health Regulations standards for the products being used.

5.6.10 Special Requests And Emergency Service

- On occasion, the Physical Facilities representative may request that the Service Provider perform corrective, special, or emergency service(s) that are beyond routine service requests.
- The Service Provider shall respond to these exceptional circumstances and complete the necessary work within three (3) hours after receipt of the request.

5.6.11 Service Provider Personnel

- Throughout the term of this contract, all Service Provider personnel providing on-site pest control service must adhere to all regulations prescribed by the Department of Agriculture, specifically Act 36 of 1947 related to Pest Control.
- Uncertified individuals working as pest control operators not certified by the Department of Agriculture, will not be permitted to provide service under this contract.

5.7 Use Of Pesticides

5.7.1 The Service Provider shall be responsible for application of pesticides according to the label.

5.7.2 All pesticides used by the Service Provider must be registered with the Department of Agriculture as stipulated by Act No. 36 of 1947.

5.7.3 Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable local laws and regulations.

5.7.4 SARS shall not provide storage facilities for the Service Providers equipment and or products on-site.

5.7.5 The Service Provider shall adhere to the following rules for pesticide use

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Approved Products

5.7.6 The Service Provider shall not apply any pesticide product that has not been included in the Pest Control Plan or approved in writing by the Physical Facilities representative.

5.7.7 Pest Register

- A product data sheet must be submitted for every product used and brought on site.

Chemical name	Active ingredient	Reg No.	Dilution rate	Pests treated
Baythroid H	Cyfluthrin	L2198	10g/5l	Flies, fleas, CR's, mosquitoes, bedbugs, ants
Coopex Dust	Permethrin	L4587	N/A	CR's, fleas, ants
Crackdown	Deltamethrin	L4584	Light 40ml/5/ Heavy 80ml/5/	Flies, fish moths, CR's, mosquitoes, bedbugs, ants
Dorine	Piperonyl Esbiotrin	L4913	10ml/5l	Flushing & knockdown additive, Mix with residual spray
Grain Bait	Difethialone	L5657	N/A	Rodent Control
Insectigas	Dichlorvos	L4612	N/A	Room space spray, bees, and quick knockdown of full-range insects
Killem Fly Bait	Methomyl	L4578	250g/5l	Fly control, scatter bait or dilute and spray
K-Othrine EC 15	Deltamethrin	L5411	CR's 50ml/5/ Fleas 100ml/5/	Flies, fleas, CR's, mosquitoes, bedbugs, ants
Larvakill	Diflubenzuron	L6119	N/A	Fly larvae
Maxforce Ant Granules	Hydramethylnon	L5658	N/A	Ants
Maxforce Gel	Hydramethylnon	L4911	N/A	Cockroaches

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Chemical name	Active ingredient	Reg No.	Dilution rate	Pests treated
Neopybuthrin	Permethrin	L4582	N/A	Flogging solution, Flies, fleas, CR's, mosquitoes, bedbugs, ants
Nuvan Profi	Dichlorvos	L1301	N/A	Room space spray. Bees and quick knockdown of full range of insects
PCO Flushing Agent	Pyrethrin	L4970	N/A	Cockroach nest identification
Pybuthrin 44	Pyrethrin	L4629	300ml/1000m3	Fogging solution. Flies, mosquitoes, grain insects & moths
Racumin Bait	Coumatetralyl	L597	N/A	Rodent control
Racumin Liquid	Coumatetralyl	L2799	N/A	Rodent control
Racumin T. Powder	Coumatetralyl	L2800	N/A	Rodent control
Responder EW	Cyfluthrin	L3174	Light 40ml/5/ Heavy 80ml/5/	Flies, fleas, CR's, mosquitoes, bedbugs, ants
Tempo SC	Betacyfluthrin	L4544	Light 10ml/5/ Heavy 20ml/5/	

6. Pesticide application service requirements

- 6.1.1 The Service Provider shall not store any pesticide product in a SARS occupied building specified in this contract.
- 6.1.2 Pesticide application shall be according to need and not by schedule.
- 6.1.3 As a rule, application of pesticides in any inside or outside area shall not occur unless visual inspection or monitoring devices indicate the presence of pests in that specific area.

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- 6.1.4 Written approval must be granted by the Physical Facilities representative prior to any preventive pesticide application minimization of risk when the use of pesticide is necessary, the Service Provider shall employ the least hazardous material, most precise application technique, and minimum quantity of pesticide necessary to achieve control.

6.2 INSECT CONTROL

- 6.2.1 Emphasis on Non-Pesticide methods, the Service Provider shall use non-pesticide methods of control wherever possible. For example: Portable vacuums rather than pesticide sprays shall be the standard method for initial cleanouts of cockroach infestations, for swarming (winged) ants and termites, and for control of spiders in webs.
- 6.2.2 Trapping devices rather than pesticide sprays shall be the standard method for indoor fly control.
- 6.2.3 Alternative environmentally traps i.e., mouse traps and/ or Owl House shall be considered in the combatting of snakes, pigeons, etc. A proposal in this regard is to be made in a separate Annexure to the proposed tender response.
- 6.2.4 Application of Insecticides to Cracks and Crevices, as a rule the Service Provider shall apply all insecticides as "crack and crevice" treatments only, defined in this contract as treatments in which the formulated insecticide is not visible to a bystander during or after the application process.
- 6.2.5 Application of Insecticides to Exposed Surfaces or as Space Sprays Application of insecticides to exposed surfaces or as space sprays ("fogging") shall be restricted to exceptional circumstances where no alternative measures are practical.
- 6.2.6 The Service Provider shall obtain approval of the Physical Facilities representative prior to any application of insecticide to an exposed surface or any space spray treatment.
- 6.2.7 No surface application or space spray shall be made while tenant personnel are present. The Service Provider shall take all necessary precautions to ensure tenant and employee safety (Service Provider's staff and SARS staff), and all necessary steps to ensure the containment of the pesticide to the site of application. Insecticide Bait Formulations
- 6.2.8 Bait formulations shall be the standard pesticide technology for cockroach and ant control, with alternate formulations restricted to unique situations where baits are not practical.

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6.2.9 Monitoring Sticky traps shall be used to guide and evaluate indoor insect control efforts wherever necessary.

6.3 Rodent Control

6.3.1 Indoor Trapping, as a rule, rodent control inside buildings shall be accomplished with trapping devices only

6.3.2 All such devices shall be concealed out of the general view and in protected areas so as not to be affected by routine cleaning and other operations i.e., placed in DB's and certain ceiling areas

6.3.3 Trapping devices shall be checked on a schedule approved by the Physical Facilities representative.

6.3.4 The Service Provider shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner. Owl houses to be considered in this regard.

6.4 Use of Rodenticides

6.4.1 In exceptional circumstances, when rodenticides are deemed essential for adequate rodent control inside buildings, the Service Provider shall obtain approval of the Physical Facilities representative prior to making any interior rodenticide treatment, provided that the poisoned carcasses are removed and destroyed and is not harmful to predators i.e., owls, snakes, etc.

6.4.2 All rodenticides, regardless of packaging, shall be placed either in locations not accessible to children, pets, wildlife, and domestic animals. As a rule, rodenticide application outside buildings shall emphasize the direct treatment of rodent burrows wherever feasible.

6.4.3 Use of External Bait Boxes

- All bait boxes shall be maintained with an emphasis on the safety of non-target organisms. The service must be included in the monthly cost which includes the rental of the bait stations and the service thereof.

6.4.4 The Service Provider shall adhere to the following five points:

- All bait boxes shall be placed out of the general view, in locations where they will not be disturbed by routine operations.

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- The lids of all bait boxes shall be securely locked or fastened shut.
- 6.4.5 All bait boxes shall be securely attached or anchored to the floor, ground, wall, or other immovable surface, so that the box cannot be picked up or moved.
- 6.4.6 Bait shall always be secured in the feeding chamber of the box and never placed in the runway or entryways of the box.
- 6.4.7 All bait boxes shall be labelled on the inside with the Service Provider's business name and address and dated by the Service Provider's technician at the time of installation and each servicing.

6.5 Structural Modifications and Recommendations

- 6.5.1 Throughout the term of this contract, the Service Provider shall be responsible for advising the Physical Facilities representative about any structural, sanitary, or procedural modifications that would reduce pest food, water, harbourage, or access.
- 6.5.2 The Service Provider shall be responsible for adequately suppressing all pests included in this contract regardless of whether the suggested modifications are implemented.
- 6.5.3 The Service Provider will not be held responsible for carrying out structural modifications as part of the pest control effort. However, minor applications of caulk and other sealing materials by the Service Provider to eliminate pest harbourage or access may be approved by the Physical Facilities representative on a case-by-case basis.
- 6.5.4 The Service Provider shall obtain the approval of the Physical Facilities representative prior to any application of sealing material or other structural modification.
- 6.5.5 Procurement and Physical Facilities, in consultation with SARS' Health and Safety Department will continually evaluate the progress of this contract in terms of effectiveness and safety and will require such changes as necessary.
- 6.5.6 The Service Provider shall take prompt action to correct all identified deficiencies.

6.6 Quality Control Program

- 6.6.1 The Service Provider shall establish a complete quality control program to assure the requirements of the contract are provided as specified.
- 6.6.2 Within 1 (one) calendar month prior to the starting date of the contract, the Service Provider shall submit a copy of his program to the Physical Facilities representative.
- 6.6.3 The program shall include at least the following items:
 - Inspection System: The Service Provider's quality control inspection system shall cover all the services stated in this contract.

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- The purpose of the system is to detect and correct deficiencies in the quality of services before the level of performance becomes unacceptable and/or the Physical Facilities identifies the deficiencies.
- A quality control checklist shall be used in evaluating contract performance during regularly scheduled and unscheduled inspections.
- The checklist shall include every building or site serviced by the Service Provider as well as every task required to be performed
- A quality control file shall contain a record of all inspections conducted by the Service Provider and any corrective actions taken.
- The file shall be maintained throughout the term of the contract and made available to Physical Facilities upon request.

6.7 Inspector/s

6.7.1 The Service Provider shall state the name(s) of the individual(s) responsible for performing the quality control inspections.

7. Notice of Objective Criteria to service providers

7.1 SARS's objective criteria is the promotion and distribution/sharing of resources amongst suppliers, SARS reserves a right to award a maximum of two (2) clusters a bidder has bided for. The bid is designed to provide a framework that will enable a broad base of bidders an opportunity to participate in the provision of pest control services to SARS. The bid will result in a bidder/s being appointed for a 36 (thirty-six) month period.

8. Award Methodology

In order for SARS to achieve its objective criteria of promoting distribution/sharing of resources amongst suppliers, SARS reserves a right to award a maximum of two (2) clusters a bidder has bided for. Notwithstanding that a bidder might be the highest scoring bidder in terms Price points and BBEE specific goals in more than 2 clusters, SARS reserves the right to award a bidder a maximum of 2 clusters in order of preference indicated when bidding.

9. SARS Infrastructure:

9.1 SARS operates from ±106 offices across all provinces, however only offices in the following regions will participate in this contract. The total leased area per square meter is provided. The leased area per building does not reflect the total area that has to be serviced.

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9.2 Regions and list of SARS Offices that will participate in this contract re detailed in table A below and n Table B below are the estimated quantities.

Table A. Regions and Offices Participating in the Contract

Region 1	Offices in Region	Addresses
LIMPOPO	Polokwane	40 Landdros Mare Street, Polokwane Central
	Lebowakgomo	Old Parliamentary Building, Block 4, Legislative Wings, Lebowakgomo
	Giyani	Department of Justice, Parliament Building, Main Road, Giyani
	Sibasa/Thohoyandou	Old Doctor Tshivase Surgery, 756 Main Road, Thohoyandou
	Musina Customs Warehouse	Musina SANDF Base, Musina

Region 2	Offices in Region	Addresses
MPUMAMALGA	Emalahleni	C/o. Paul Kruger & Botha Avenue, Province Building, Emalahleni
	Standerton	C/o. Church and Princess Streets, Standerton
	Mbombela	31 Citrus Crescent, Ext 7, Mbombela
	Lebombo Detector Dog Unit	Lebombo Border Post

Region 3	Offices in Region	Addresses
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NORTHWEST	Mmabatho	Kgomongwe House, C/o Barokologadi & Atlhaping Streets
	Rustenburg	39 Heystek Street, Zeerust Rustenburg
	Klerksdorp	C/o 21 Anderson & Voortrekker Streets, Klerksdorp

Region 5	Offices in Region	Addresses
FREE STATE	Central Government Building	C/o. Aliwal & Nelson Mandela Drive, Bloemfontein
	Zastron Building	49 Maitland Street,
	Ladybrand Dog Unit	N8 Old Cheese Factory Road, Ladybrand
	Kroonstad	LMC Centre, C/o Hill & Steyn Streets, Kroonstad
	Welkom	C/o Graaf & Tulbagh Streets, Welkom
	Bethlehem	Maluti Square. C/o Cambridge & Church Streets, Bethlehem
	Wepener	86 A Brug Street
	Wepener	86 B Brug Street
	Wepener	86 C Brug Street
	Ladybrand	13 A Joubert Street
	Ladybrand	Sandstone cove, 2 Willem Mathee Street
	Ladybrand	10 Van Gorkum Street
	Offices in Region	Addresses
FREE STATE	Ladybrand	Cosmos flats, 1 Vyfde Street
	Ladybrand	43 Voortrekker Street
	Ladybrand	22 Villa Petrucci Flats, Botha Street

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	Ficksburg	5 Rondedraai circle
	Ficksburg	10 Rondedraai circle
	Ficksburg	8 Generaal Vlei street
	Ficksburg	9 Generaal Vlei Street
	Fouriesburg	13 Steyn Street
	Fouriesburg	24 Fourie street
	Fouriesburg	30 Fourie Street
	Fouriesburg	06 St Helena Street

Region 6	Offices in Region	Addresses
NORTHERN CAPE	Anchorley TPS and Customs	Anchorley Building, Scott Street, Upington
	Station Building	Station Building, Upington
	Kimberley	Old Toyota Building, C/o Bean and Crossman Streets, Kimberley
	Nakop – Dwellings	N10 national road to Namibia border
	Nakop - Park homes	N10 National road to Namibia border
	Vooilsdrift – Accommodation	N7 National road to Namibia border
	Vooilsdrift –Park homes (3 x 2 bedroom units)	N7 National road to Namibia border
	Vooilsdrift – Park homes (4 x 3 bedroom units)	N7 National road to Namibia border
	Alexander Bay (park homes)	N7 National road to Namibia border
	Alexander Bay – (park homes & storage)	N7 National road to Namibia border

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Region 7	Offices in Region	Addresses
EASTERN CAPE	Gqeberha Detector Dog Unit	Forrest Hill Drive, Forrest Hill, Gqeberha
	Gqeberha Receiver of Revenue	C/o Whytes Road, St Mary's Terrace, Gqeberha
	Gqeberha State Warehouse	32 D Mowbrey Street, Newton Park, Gqeberha
	PE Harrower	Harrower Road, North End
	Sanlam Building Gqeberha	3 Chapel Street, Gqeberha
	Kariega Receiver of Revenue	Shops 57 & 58 Corkwood Square, 42 Union Avenue. Alexander Park, Kariega
	Mthatha	Hillcrest Shopping Centre, Mthatha
	Waverley Building	3-36 Phillip Frame Road, Waverley Park, Chiselhurst, East London

Region 8	Office in Region	Addresses
KWAZULU NATAL	Newcastle	Victoria Mall, 36 Scott Street, Newcastle
	Trescon Building	201 Dr Pixley Kaseme, Durban
	Pinetown	Union Main, 41-51 Josiah Gumede Road, Pinetown
	Pietermaritzburg	9 Armitage Road, Bird Sanctuary, Pietermaritzburg
	King Shaka IA (Passenger Terminal)	King Shaka International Airport
	King Shaka IA (Dube Trade Port)	King Shaka International Airport
	Umhlanga	29 Equinox Road, Umhlanga Ridge
	Port Shepstone	16 Bisset Street, Port Shepstone

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	Richards Bay Customs	10 Dollar Street, Richards Bay
	Richards Bay TPS	Bay Side Mall, Richards Bay
	New Pier Scanner Unit	Durban Container Terminal, Langerberg Road, Durban
	New Pier State Warehouse	Bayhead Road, New Pier, Maydon Wharf, Pier 1, Durban
	Albany House	61-62 Victoria Embankment
	Customs House/Cato Creek	1 Bay Terrace Road
	Kosi Bay Border Post	Kosi Bay Border Post Mozambique- South Africa, R22, Kwangwanase, KZN
	Durmail	95 Masabalala Yengwa Avenue
	Westville Correctional Service (Dog Unit)	Dawncliffe, Westville

Region 9	Offices in Region	Addresses
WESTERN CAPE	Mossel Bay	67 Bland Street, Mossel Bay
	George	01 Platinum Drive, Edenvale
	Beaufort West	Church Street
	Oudtshoorn	Allied Building, Church Street
	Cape Town State Warehouse	Cape Town Harbour
	Project 166	22 Hans Strijdom Street, Cape Town
	Lower Long Receiver Of Revenue	17 Lower Long Street, Cape Town
	Parliamentary Services Unit	90 Plein Street, Cape Town
	Parliamentary office	3 rd floor, 120 Plein Street, Cape Town
	Saldanha	Port of Saldanha, Saldanha Bay

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	Cowrie House	Cape Town Harbour
	Mitchells Plain Receiver of Revenue	Promenade Centre, C/o AZ Berman and Morgenster Roads
	Paarl	Rheba Building, 19/20 Market Street, Paarl
	Worcester	Naude Building, 59 Church Street, Worcester
	Stellenbosch	Valerida Centre, C/o Piet Retief & School Streets, Stellenbosch
	Sable Centre	C/o Teddington & De Lange Streets, Bellville
	Cape Town International Airport (Cargo and Arrivals)	Cape Town International Airport
	Cape Town Airport	Passenger arrivals
	Cape Mail	Post Office Building, Good Showground, Epping
	Cape Town Scanner Site	Duncan Road, Cape Town Harbour
	Robertson	Church Street

Region 10	Offices in Region	Addresses
GAUTENG CENTRAL	Randburg	40 Hill Street, Randburg
	Soweto Bara	C/o Dynamo Drive & Chris Hani Road, Power Park, Orlando
	Rissik Street	4 Rissik Street, Johannesburg
	Roodepoort	Horizon Shopping Centre, Sonop Street
	City Deep	Bidvest SACD Houer Street, City Deep
	Kaserne State Warehouse	Maritzburg Road, City Deep
	Krugersdorp	40 Kobie Krige Street, Krugersdorp
	Randfontein	Under construction
	LBC – SARS Woodmead	Woodmead north, Office Park Road, Jukskei View, Sandton

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	Lanseria International Airport	Lanseria International Airport
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Region 11	Offices in Region	Addresses
GAUTENG SOUTH	Alberton Campus	28 Austell Street, McKinnon Crescent, New Redruth, Alberton
	Alberton Branch Office	49 Quay Road, New Redruth, Alberton
	Benoni	Shop E006, Amina Cachalia Street, Lakeside Mall, Benoni
	Boksburg	C/o Atlas & Racecourse Roads, Extension 9, Anderbolt, Boksburg
	Denel Dog Unit	Atlas Road, Kempton Park
	Edenvale	C/o Hendrik Potgieter & Van Riebeeck Streets, Edenvale
	Vereeniging	C/o of Joubert and Merriman Streets, Vereeniging
	Nigel	C/o Hendrik Verwoerd & 4th Avenue, Nigel
	Springs	N0 20, Sanlam Building, 7th Street, Springs
	New Agents Building	New Agents Building, OR Tambo International Airport
	State Warehouse	Voortrekker Road, Kempton park
	ORTIA International Airport	OR Tambo International Airport
	Jhb. International Mail Centre	C/o Jones and Griffiths Road, Jetpark, Kempton Park

Region 11	Offices in Region	Addresses
HEAD OFFICE AND GAUTENG NORTH	Lehae la SARS	299 Bronkhorst Street, Brooklyn
	Khanyisa	281 Middel Street, Brooklyn
	VDU	Middel Street, Brooklyn, Pretoria
	Veale Street	271 Veale Street, Nieuw Muckleneuk, Brooklyn
	Brooklyn Bridge	570 Fehrsen Street, Brooklyn

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	Ashlea Gardens	31 Lebombo Road, Ashlea Gardens, Pretoria
	Office of the Tax Ombudsman	Menlyn Corner 2 nd Floor, 46 Frikkie de Beer Str, Menlo Park
	Silverton Warehouse	421 Rustic Road, Silvertondale
	Main Building	C/o Francis Baard & Lilian Ngoyi Streets, Pretoria
	Prospect House	C/o Francis Baard & Lilian Ngoyi, Street, Pretoria
	Customs House	136 Francis Baard Street, Pretoria.
	Iscor Warehouse	Iscor Works, Roger Dyason Str. Pta
	Doornkloof	6 Protea Street, Doornkloof, Pretoria

10. Pricing

Detailed in table B below are the estimated quantities for pricing, however bidders should note that, the regions have been grouped in clusters in pricing schedule attached as **Annexure C** to the main RFP document and specifications. This is to further emphasise the objective criteria and award methodology, that SARS reserves the right to award a maximum of 2 cluster/s per bidder bided for. Bidders should indicate they order of preference in relation the clusters when bidding attached is **Annexure B** Bidders Tick Sheet of the Main RFP and specifications. The clusters are grouped as follows:

1. Head Office, Gauteng North & Mpumalanga
2. Gauteng Central & Limpopo
3. Gauteng South & Northwest
4. KwaZulu Natal & Eastern Cape
5. Western Cape
6. Northern Cape & Free State

Table B Estimated Quantities.

LIMPOPO					
Offices in Region	Addresses	Leased Area m ²	Fly catchers	External Bait Stations	Internal Bait Stations

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Polokwane	40 Landdros Mare Street, Polokwane Central	6800	7	10	0
Lebowakgomo	Old Parliamentary Building, Block 4, Legislative Wings, Lebowakgomo	3100	1	14	0
Giyani	Department of Justice, Parliament Building, Main Road, Giyani	1200	1	17	0
Sibasa/Thohoyandou	Old Doctor Tshivase Surgery, 756 Main Road, Thohoyandou	1384	2	10	0
Musina Customs Warehouse	Musina SANDF Base, Musina	15620	2	30	0
Polokwane Airport	New Terminal Building First Floor	104			
Total		28104	0	81	0

MPUMALAGA

Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Emalahleni	C/o. Paul Kruger & Botha Avenue, Province Building, Emalahleni	3175	3	12	0
Standerton	C/o. Church and Princess Streets, Standerton	3375	3	16	0
Mbombela	31 Citrus Crescent, Ext 7, Mbombela	4305	4	10	0
Lebombo Detector Dog Unit	Lebombo Border Post	298	1	10	0
Total		11153	0	56	0

NORTHWEST

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Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Mmabatho	Kgomongwe House, C/o Barokologadi & Atlhaping Streets	2787	3	5	0
Rustenburg	39 Heystek Street, Zeerust Rustenburg	1948	3	10	0
Klerksdorp	C/o 21 Anderson & Voortrekker Streets, Klerksdorp	3163	3	18	0
Total		8112	9	33	0
FREE STATE					
Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Central Government Building	C/O. Aliwal & Nelson Mandela Drive, Bloemfontein	9829	0	4	10
Zastron Building	49 Maitland Street,	5360	0	6	0
Ladybrand Dog Unit	N8 Old Cheese Factory Road, Ladybrand	715	0	2	2
Kroonstad	LMC Centre, C/o Hill & Steyn Streets, Kroonstad	1173	0	1	4
Welkom	C/o Graaf & Tulbagh Streets, Welkom	2315	5	2	0
Bethlehem	Maluti Square. C/o Cambridge & Church Streets, Bethlehem	735	0	2	0
Wepener	86 A Brug Street	60	0	0	0
Wepener	86 B Brug Street	60	0	0	0
Wepener	86 C Brug Street	60	0	0	0
Ladybrand	13 A Joubert Street	350	0	0	0
Ladybrand	Sandstone cove, 2 Willem Mathee Street	40	0	0	0

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Ladybrand	10 Van Gorkum Street	70	0	0	0
Ladybrand	Cosmos flats, 1 Vyfde Street	40	0	0	0
Ladybrand	43 Voortrekker Street	40	0	0	0
Ladybrand	22 Villa Petrucci Flats, Botha Street	40	0	0	0
Ficksburg	5 Rondedraai circle	50	0	0	0
Ficksburg	10 Rondedraai circle	50	0	0	0
Ficksburg	8 Generaal Vlei street	50	0	0	0
Ficksburg	9 Generaal Vlei Street	50	0	0	0
Fouriesburg	13 Steyn Street	60	0	0	0
Fouriesburg	24 Fourie street	60	0	0	0
Fouriesburg	30 Fourie Street	60	0	0	0
Fouriesburg	06 St Helena Street	70	0	0	0
Total		21337	0	17	16

NORTHERN CAPE

Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Anchorley TPS and Customs	Anchorley Building, Scott Street, Upington	1247	0	0	0
Station Building	Station Building, Upington	420	0	0	0
Kimberley	Old Toyota Building, C/o Bean and Crossman Streets, Kimberley	2950	3	0	0
Nakop – Dwellings	N10 national road to Namibia border	1879	0	0	0
Nakop - Park homes	N10 National road to Namibia border	378	0	0	0
Vooilsdrift Accommodation –	N7 National road to Namibia border	1058	0	0	0

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Vooilsdrift –Park homes (3 x 2 bedroom units)	N7 National road to Namibia border	591	0	0	0
Vooilsdrift – Park homes (4 x 3 bedroom units)	N7 National road to Namibia border	428	0	0	0
Alexander Bay(park homes)	N7 National road to Namibia border	30	0	0	0
Alexander Bay – (park homes & storage)	N7 National road to Namibia border	59	0	0	0
Total		9040	3	0	0

EASTERN CAPE					
Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Gqeberha Detector Dog Unit	Forrest Hill Drive, Forrest Hill, Gqeberha	65	0	6	0
Gqeberha Receiver of Revenue	C/o Whytes Road, St Mary's Terrace, Gqeberha	8540	0	0	10
Gqeberha State WH	32 D Mowbrey Street, Newton Park,	1000	0	3	24
PE Harrower	Harrower Road, North End	1500	0	0	0
Sanlam Building Gqeberha	3 Chapel Street, Gqeberha	4463	0	0	20
Kariega Receiver of Revenue	Shops 57 & 58 Corkwood Square, 42 Union Ave. Alex Park, Kariega	392	0	0	0
Mthatha	Hillcrest Shopping Centre, Mthatha	1608	0	0	14
Waverley Building	3-36 Phillip Frame Road, Waverley Park, Chiselhurst, East London	9067	0	0	24
Total		266350	0	9	92

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KWAZULU NATAL					
Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Newcastle	Victoria Mall, 36 Scott Street, Newcastle	2420	2	2	0
Trescon Building	201 Dr Pixley Kaseme, Durban	23105	4	60	20
Pinetown	Union Main, 41-51 Josiah Gumede Road, Pinetown	997	1	0	0
Pietermaritzburg	9 Armitage Road, Bird Sanctuary, Pietermaritzburg	4348	3	10	0
King Shaka IA (Passenger Terminal)	King Shaka International Airport	700	0	0	0
King Shaka International Airport (Dube Trade Port)	King Shaka International Airport	340	1	0	0
Umhlanga	29 Equinox Road, Umhlanga Ridge	2199	2	4	0
Port Shepstone	16 Bisset Street, Port Shepstone	973	1	4	0
Richards Bay Customs	105 Dollar Street, Richards Bay	658	2	5	0
Richards Bay TPS	Bay Side Mall, Richards Bay	192	2	0	0
New Pier Scanner Unit	Durban Container Terminal, Langerberg Road, Durban	6300	1	10	0
New Pier State Warehouse	Bayhead Road, New Pier, Maydon Wharf, Pier 1, Durban	7000	1	90	30
Albany House	61-62 Margaret Mncadi	8500	4	4	30
Customs House/Cato Creek	1 Bay Terrace Road	10446	5	90	30

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Kosi Bay Border Post	Kosi Bay Border Post Mozambique-South Africa, R22, Kwangwanase, KZN	200	0	0	0
Durmail	95 Masabalala Yengwa Avenue	0	0	0	0
Westville Correctional Service (Dog Unit Kennels)	Dawncliffe, Westville	30	0	0	0
Total		68408	29	279	110

WESTERN CAPE					
Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Mossel Bay	67 Bland Street, Mossel Bay	350	0	0	5
George	01 Platinum Drive, Edenvale	2061	0	5	10
Beaufort West	Church Street	650	0	0	5
Oudtshoorn	Allied Building, Church Street	81	0	0	5
Cape Town State Warehouse	Cape Town Harbour	5200	1	0	5
Project 166	22 Hans Strijdom Street, Cape Town	15849	1	0	12
Lower Long Receiver Of Revenue	17 Lower Long Street, Cape Town	2712	0	0	8
Parliamentary Services Unit	90 Plein Street, Cape Town	500	0	0	5
Parliamentary office	3 rd floor, 120 Plein Street, Cape Town	60	0	0	0
Saldanha	Port of Saldanha, Saldanha Bay	152	1	0	2
Cowrie House	Cape Town Harbour	2346	0	0	6

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Mitchells Plain Receiver of Revenue	Promenade Centre, C/o AZ Berman and Morgenster Roads	1579	5	0	10
Paarl	Rheba Building, 19/20 Market Street, Paarl	1795	0	0	10
Worcester	Naude Building, 59 Church Street, Worcester	2397	0	0	12
Stellenbosch	Valerida Centre, C/o Piet Retief & School Streets, Stellenbosch	349	0	0	5
Sable Centre	C/o Teddington & De Lange Streets, Bellville	16006	2	0	10
Cape Town International Airport (Cargo and Arrivals)	Cape Town International Airport	1084	0	0	10
Cape Town Airport	Passenger arrivals	180	0	0	0
Cape Mail	Post Office Building, Good Showground, Epping	30	0	0	1
Cape Town Scanner Site	Duncan Road, Cape Town Harbour	5680	0	0	1
Robertson	Church Street	296	0	0	1
Total		59357	9	5	123

GAUTENG CENTRAL

Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Randburg	40 Hill Street, Randburg	8496	0	0	24
Soweto Bara	C/o Dynamo Drive & Chris Hani Road, Power Park, Orlando	1175	0	0	8
Rissik Street	4 Rissik Street, Johannesburg	15400	0	0	24
Roodepoort	Horizon Shopping Centre, Sonop Street	1522	0	0	0

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City Deep	Bidvest SACD Houer Street, City Deep	9950	0	0	0
Kaserne State Warehouse	Maritzburg Road, City Deep	10420	0	0	24
Krugersdorp	40 Kobie Krige Street, Krugersdorp	3301	0	0	4
Randfontein	Under construction	0	0	0	0
LBC – SARS Woodmead	Woodmead north, Office Park Road, Jukskei View, Sandton	18928	0	0	14
Lanseria International Airport	Terminal Building, Lanseria International Airport	97	0	0	0
Total		69289	0	0	90

GAUTENG SOUTH					
Offices in Region	Addresses	Leased Area m²	Fly catchers	External Bait Stations	Internal Bait Stations
Alberton Campus	28 Austell Street, McKinnon Crescent, New Redruth, Alberton	27000	0	20	80
Alberton Branch Office	49 Quay Road, New Redruth, Alberton	4760	0	0	20
Benoni	Shop E006, Amina Cachalia Street, Lakeside Mall, Benoni	146	0	0	6
Boksburg	C/o Atlas & Racecourse Roads, Extension 9, Anderbolt, Boksburg	1194	0	0	6
Denel Dog Unit	Atlas Road Kempton park	259	12	10	10
Edenvale	C/o Hendrik Potgieter & Van Riebeeck Streets, Edenvale	3063	2	0	18
Vereeniging	C/o of Joubert and Merriman Streets, Vereeniging	3130	2	0	10
Nigel	C/o Hendrik Verwoerd & 4th Avenue, Nigel	1390	0	0	10

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Springs	N0 20, Sanlam Building, 7th Street, Springs	1922	0	0	9
New Agents Building	New Agents Building, ORTIA	1735	0	0	8
GAUTENG SOUTH					
Offices in Region	Addresses	Leased Area m ²	Fly catchers	External Bait Stations	Internal Bait Stations
State Warehouse	Voortrekker Road, Kempton Park	1050	0	0	12
ORTIA International Airport	Warehouses 1 & 2 Office Warehouses 1 & 2 Bond Store CTB Offices CTB Storerooms and (other) Terminal A Mezzanine level ORTIA North Wing ORTIA Passenger Service Centre Customs BCOCC Office Mezzanine level	3284	2	0	40
Jhb. International Mail Centre	C/o Jones and Griffiths Roads, Jetpark, Kempton park	250	0	0	4
Total		49183	18	30	233

HEAD OFFICE AND GAUTENG NORTH					
Offices in Region	Addresses	Leased Area m ²	Fly catchers	External Bait Stations	Internal Bait Stations
Lehae la SARS	299 Bronkhorst Street, Brooklyn	19491	0	80	180
Khanyisa	281 Middel Street, Brooklyn	4672	0	6	20
VDU	Middel Street, Brooklyn, Pretoria	705	0	4	8
Veale Street	271 Veale Street, Nieuw Muckleneuk, Brooklyn	4767	0	10	20
Brooklyn Bridge	570 Fehrsen Street, Brooklyn	3138	0	0	20

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Ashlea Gardens	31 Lebombo Road, Ashlea Gardens, Pretoria	1560	0	0	8
Office of the Tax Ombudsman	Menlyn Corner 2 nd Floor, 46 Frikkie de Beer Street, Menlo Park	1090	0	0	4
Silverton Warehouse	421 Rustic Road, Silvertondale	2544	0	0	20
Main Building	C/o Francis Baard & Lilian Ngoyi Streets, Pretoria	7366	20	20	40
Prospect House	C/o Francis Baard & Lilian Ngoyi, Streets, Pretoria	5124	0	0	20
Customs House	136 Francis Baard Street, Pretoria.	1800	0	20	10
Iscor Warehouse	Iscor Works, Roger Dyason Str. Pta	5962	0	20	10
Doornkloof	7 Protea Street, Doornkloof, Pta	11255	0	0	60
Total		69474	20	160	420