

**Executive Procurement**  
Procurement Division  
South African Revenue Service  
Pretoria Head Office  
570 Fehrsen Street  
Brooklyn Bridge  
Pretoria  
P O Box 2127, Groenkloof, 0027

**RESPONSE TO TENDER**

**Attention : MR PRAKASH MANGREY**

**Dear Sir**

**REQUEST FOR PROPOSAL : Provision of Incapacity Leave and Ill-Health Retirement**

**TENDER NUMBER : RFP 31/2015**

I hereby confirm the following:

(Please indicate your response to the undermentioned options by means of a cross – X)

This proposal is submitted by a:

- ☐ Single bidding entity
- ☐ Single bidding entity with subcontractors (Attach list)
- ☐ Subcontracting less than 25% of the contract value
- ☐ Subcontracting more than 25% of the contract value (Attach BEE Certificates & TCC of the subcontractors)
- ☐ Joint Venture/Consortium (attach agreement, Financial statements, TCC and BEE certificates of all members of JV/Consortium)

Our bid submission is in compliance with the completed tender check list below.

Yours sincerely

.....

NAME OF COMPANY : .....

NAME OF SIGNATORY : .....

DESIGNATION OF SIGNATORY : .....

DATE : .....

TELEPHONE : .....

E-mail : .....

## Tender Checklist: Provision of Incapacity Leave and Ill-Health Retirement

Reference document	Compliance Condition	Level of compliance			If partial compliance, give extent of deviation
		Full	Non-	Partial	
SBD 1	Invitation Letter				
SBD 2	Valid Tax Clearance Certificate				
SBD 4	Declaration of interest				
SBD 6.1	Preferential Points Claim Form				
SBD 8	Supply Chain Management Practices and Certification				
SBD 9	Have you completed the independent determination form				
Terms of Reference (TOR)	Have you completed Supplier Cost and Risk Assessment Questionnaire?				
BEE	Black Economic Empowerment Accreditation Certificate				
Technical Specifications / Scope of Work	Does your offer/proposal provide a complete product /solution required for this bid?				
GCC	General conditions of contract				
Oath of secrecy	Have you completed the oath of secrecy form				
Annexure A	Technical Score Card – Evaluation Criteria				
Annexure B	Have you completed the relevant pricing schedule – Annexure B?				