

BUSINESS REQUIREMENTS

TENDER SPECIFICATIONS FOR THE SUPPLY, INSTALLATION, DAY-TO-DAY
MAINTENANCE AND SUPPORT OF ELECTRICAL RITICULATION, INSTALLATIONS
AND SYSTEMS (LOW, MEDIUM AND HIGH VOLTAGE) AT THE SOUTH AFRICAN
REVENUE SERVICE' OFFICES, COUTRYWIDE

1. INTRODUCTION

The South African Revenue Service (SARS) Strategic Plan 2020 - 2025 presents an inspirational vision to build “a smart modern SARS, with unquestionable integrity and a trusted and admired organization”. It sets out a clear Strategic Intent “to follow the internationally recognized approach of Voluntary Compliance”, and further translates this intent into 9 clear strategic objectives.

The SARS Strategic Objectives are:

- Provide Clarity and Certainty for taxpayers and traders of their obligations.
- Make it easy for taxpayers and traders to comply with their obligations.
- Detect taxpayers and traders who do not comply and make non-compliance hard and costly.
- Develop a high performing, diverse, agile, engaged, and evolved workforce.
- Increase and expand the use of data within a comprehensive knowledge management framework to ensure integrity, derive insight and improve outcomes.
- Modernize our systems to provide digital and streamlined online services.
- Demonstrate effective resource stewardship to ensure efficiency and effectiveness in delivering quality outcomes and performance excellence.
- Work with and through stakeholders to improve the tax ecosystem.
- Build public trust and confidence in the tax administration system.

The National Operations Enablement (NOE) mandate underpins the provision of functional infrastructure to support SARS’ operational requirements via the National Operations and Enabling Unit (NOE). Key to the mandate is the upkeep of all properties in the SARS portfolio.

2. PURPOSE

The purpose of this document is to detail the scope of work, incorporating the tasks and responsibilities of the potential Service Provider/s, required by SARS to conduct a thirty-six (36) months’ supply, installation, maintenance and support services.

3. OBJECTIVE

3.1 Interpretation / Definition:

- Supply and installation – of electrical reticulation and systems (Low, medium and high voltage) “as and when” requested by SARS.
- Service: to ensure all electrical installations, reticulation and devices are working according to manufacturers or installation specifications, as detailed in this document,
- Maintain: to protect electrical reticulation and systems (low, medium, and high voltage) including lights, plugs, distribution boards, etc. but not limited to, by means of physical repairs and replacement of parts and defective equipment where required by means of -
 - Planned Maintenance (PM) – Scheduled repairs.
 - Planned Corrective Maintenance (PCM) *– Non-scheduled repairs; and
 - Emergency Maintenance (EM) *– Break down repairs.

** NOTE: The appointed Service Provider/s price must be based on a fixed price basis for duration of at least twelve (12) months. Such fixed price should be inclusive of, i.e., overheads, profits, transport cost to be included, etc. as SARS will not entertain any additional costs not specifically provided for by the appointed Service Provider/s in the pricing schedule.*

Bidders to note that for the purposes of Price Evaluation the Annual Escalation will be kept at 6%, however SARS reserves the right to negotiate the annual escalation to CPI with the recommended bidder at anniversary of the contract and on an annual basis

4. SCOPE OF WORK

4.1 The appointed Service Provider/s will be required to provide the following:

- This is an all-inclusive supply, installation, repair and preventative maintenance contract for electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests,

etc. at SARS Offices, located, countrywide. Please refer to Annexure A for a detailed list of the offices covered under this document.

- The Standards and Codes of Practice as legislated and prescribed by the industry shall **apply to all installations** requiring Low, Medium and High voltage Electrical and Instrument Cabling, Racking, Trenching Sleeves and Earthing Reticulation, etc.
- Government, local authorities or other statutory bodies' regulations, laws, requirements, or customs which are more stringent than those specified in this project specification.
- Where no specific rules, regulations, codes, or requirements are contained in this specification nor covered by the above-mentioned codes, the contractor shall, in consultation with National Operations and Enabling (NOE), adhere to internationally accepted modern design and engineering practices in the Electrical and Construction Industry.
- Please refer to Annexure C for a detailed breakdown of the equipment and Annexure A1 for the office covered under this contract.
- For service checklist required to address compliance required refer to Annexure B of this document.

4.2 This contract also caters for reactive maintenance, including repairs “as and when” required as identified by either routine inspection or a logged work request via the SARS Remedy System.

5. PREVENTATIVE MAINTENANCE PROGRAM AND PRICING

5.1 The Preventative Maintenance Program, as described must be performed in accordance SANS 10142-1:2020, with the maintenance schedule for specified equipment as stipulated in this document. All Minor and Major services to be conducted by a suitability technician and/or back up technicians must be available as required from time to time to give prompt service as always required. Checklist (Annexure C) for list of equipment and required preventative maintenance intervals that must be completed and forwarded to NOE: Operation Manager/s for Job acceptance. On Major repairs and escalations leading to downtime or loss to company, contractor will be required to conduct a full detailed Root Cause Analysis (RCA) to prevent this from occurring again.

6. EXAMINE, ADJUST & REPAIR/REPLACE COVERED COMPONENTS

6.1 It is expected that the appointed Service provider/s be responsible for the pro-active maintenance, replacement, repair and adjustment of any part of the equipment

should it fail or be worn beyond adequate adjustment.

- 6.2 Any replacements or repairs shall be of a standard equal to the original installation and where replacement of parts is required the ordering of such materials and implementation of the necessary works shall be planned so as to suit the requirements of the installed equipment and business needs.

7. PROMPT CALL-BACK COVERAGE

- 7.1 Arrangements for accepting incoming calls at the maintenance contractor's premises must be based on available telephone lines 24 hours a day, 7 days a week.
- 7.2 On receipt of a call, the maintenance contractor must complete the Job Completion Certificate to show the time of arrival and departure of its Engineer / Technician.
- 7.3 SARS to issue a call out (via a Remedy incident no) with service level agreement response; this will vary from severity 1 to 3; where severity 1 is for emergency response that comprises of occupational health and safety, then 2 for urgent scope of work and then 3 for all planned activities/projects.
- 7.4 Where the appointed Maintenance Service Provider/s is requested to attend to the site outside the hours of 7:00am – 6:00pm on Monday to Friday including public holidays, the appointed Service Provider/s shall carry out all repairs necessary to reinstate the equipment to working order and all costs associated with this service will be deemed to be included by the appointed Service Provider/s.

8. RESPONSIBILITIES OF THE MAINTENANCE CONTRACTOR (APPOINTED SERVICE PROVIDER/S)

- 8.1 The appointed Service Provider/s must contact the NOE: representative to inform them about the site visit to resolve the given call.
- 8.2 The appointed Service Provider/s to do telephonic diagnosis on unit to help carry correct spare upon visiting site.
- 8.3 The appointed Service Provider/s must inform the NOE: Representative in due time about progressive upgrading in accordance with any relevant new compulsory and legislative health and safety requirements.”
- 8.4 It is the appointed Service Provider/s’ responsibility to observe the on-going condition of the equipment regarding safe and correct operation. The appointed Service Provider/s shall bring to the attention of the NOE: Representative of any specific areas where periodic adjustment exceeds normal provisions with the equipment.

- 8.5 In case of a dangerous situation, the appliance shall be temporarily put “out of service” by the appointed Service Provider/s and shall then immediately bring it to the attention of the on-site NOE: Representative and thereafter take corrective maintenance action.
- 8.6 All replacement materials and other spares and equipment which are necessary in fulfilling this agreement shall be of proper grade and quality for use in the installation and compliant with the manufacturer’s specifications, to not compromise the warranty of the equipment in question.
- 8.7 All the appointed Service Provider/s’ original site log cards, reports, records etc, shall be kept in an A4 lever arch file. The file and all the enclosures shall remain the property of NOE: and will therefore be kept in hard copy for record purposes.
- 8.8 The appointed Service provider/s shall provide within the file as a minimum containing the documents detailed below:
- a) The log/ job card with the following -
 - Schedule of maintenance visits.
 - Schedule of repairs and Checklist document.
 - Schedule of call outs due to breakdown or malfunction.
 - A job completion/ compliance certificate/s.
 - b) Planned preventative maintenance schedule; and
 - c) A schedule of repairs done including spares used.
- 8.9 The appointed Service Provider/s is responsible for keeping the result of each intervention due to a failure of the appliance (the type of failure) in a record which shall be available to the NOE: representative on request.
- 8.10 The appointed Service Provider/s shall guarantee that suitable spare parts shall be available throughout the duration of the contract within a specified time period, and to ensure that maximum downtime is not exceeded.
- 8.11 For all newly installed equipment/ parts SARS requires a minimum of 12 months warranty.
- 8.12 Where scheduled repairs which are likely to take longer than one working day (i.e. eight [8] working hours) are planned, approval must first be sought from the NOE: representative before repair work is commenced and the equipment taken out of service. When this is the case, the appointed Service Provider/s shall inform the NOE: Representative at least twenty-four (24) hours in advance of the planned shutdown.

- 8.13 Where unscheduled repairs resulting from failure of equipment arise and it becomes clear that it will take longer than eight (8) working hours to complete, the NOE: Representative is to be informed immediately, and a forecast provided of the downtime which is anticipated.

9 DURATION OF SERVICE.

- 9.1 The provision of an all-inclusive supply, installation, repair and preventative maintenance contract for electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc. at SARS Offices, located, countrywide for a period of thirty-six (36) months.

- 9.2 Normal Working Hours and Site Accessibility Times:

WORKING DAYS/HOURS [EXCLUDING PUBLIC HOLIDAYS]	SITE ACCESSIBILITY
Monday to Friday 07:00 to 16:00	Monday to Friday 07:00 to 18:00

- 9.3 The above table will assist appointed Service Provider/s to program their activities to undertake tasks [such as systems maintenance or testing] that will be least disruptive outside the core working hours of SARS.
- 9.4 The SARS reserves the right to request ad-hoc Maintenance and Services outside the above-mentioned hours within reasonable limits. These tasks must be agreed with by the NOE: representative including the respective time frames.
- 9.5 Guaranteed Service Response Time:
- Severity 1: 24 hours, 7 days a week (within 2 hours of receipt of call)
Failures that seriously affect occupation of the SARS' operational effectiveness.
Failures that constitute a danger to personnel or equipment or poses a health hazard.

Note: Target 30 minutes or 1 hour in case of emergencies.

- Severity 2: 06:00 to 18:00, Monday to Friday (within 4 hours of receipt of call)
- Failures that are not causing immediate danger or health hazard.
- Severity 3: 07:00 to 18:00, Monday to Friday (within 8 hours of receipt of call)
- Failures that affect operations, but do not seriously affect occupation or SARS' operational effectiveness.
- Planned activities.

The response time begins when the request is logged with the appointed Service Provider/s' call logging system and is stopped when the appointed Service Provider records the time of arrival and meets with the NOE: representative.

9.6 Call Out and Service Procedure

- Response

The appointer service provider/s responding to the call will be capable of investigation, restoration, and only in the case of extreme circumstances incorporate temporary alternatives to mitigate the breakdown.

- Service Logbooks, Checklist etc

All call out times and comments shall be recorded on the SARS job completion certificate, complete with the fault condition and steps taken to remedy the problem as well as record of the name of the person who reported the problem.

- Logbooks shall be kept on site at the NOE office and must be made available to the service providers on request. These documents will be held in a folder as close as possible to the equipment and be scanned monthly to be saved on the NOE: Shared folder.

9.7 Spares and Replacement Parts

The contract includes all electrical reticulation preventative maintenance and repair of electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc, service and maintenance as listed in Annexure C:

- Provision of preventative maintenance for electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating

switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc.

- Reactive maintenance and repair of electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc. “as and when” required.
- Repairing system faults or repair/ replacing defective components etc. (as detailed in the sections for mandatory tasks and equipment schedules elsewhere in this document).
- Spares and replacement parts are to be excluded from this bid and if it should be required the price should be inclusive of, i.e., overheads, profits, transport cost to be included, etc. as SARS will not entertain any additional costs not specifically provided for by the appointed Service Provider/s.

Note - SARS reserves the right to request to the Service provider’s original invoice against which it will verify the price plus mark-up. All information will be treated as highly confidential.

10 SERVICE CONDITIONS

- 10.1 Contract will include an all-inclusive supply, installation, repair and preventative maintenance contract for electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc. at SARS Offices, located, countrywide.

- 10.2 Provision of preventative maintenance of electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc. and the provision of logbook or the like;
- 10.3 Reactive maintenance/ repair of an all-inclusive maintenance of electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc. components and equipment, when required, as notified through either call-out logged, work requests or routine inspection.
- 10.4 Maintenance normally associated with general servicing, inspection, and repairing system faults etc.

11 TASKS AND ACTIVITIES

11.1 General Requirements

Tasks not specified in this document will be identified and associated costs to be mutually agreed in writing between the approved Service Provider/s and NOE and the Procurement Unit. The cost should be inclusive of, i.e., overheads, profits, transport cost to be included, etc. as SARS will not entertain any additional costs not specifically provided for by the appointed Service Provider/s

All written deliverables must be phrased in terms and language that can be easily understood by non-technical personnel (e.g., laypersons without subject matter expertise).

All document deliverables must be in formats (hard copy and electronic) i.e. industry accepted standards (e.g., MS Word, MS PowerPoint, MS Project).

The SARS will complete a review of each submitted deliverable within the specified working days as listed elsewhere in the document / or as notified per occasion from the date of receipt.

A non-compulsory on-line briefing session will be held on 17 January 2025 to brief the prospective Service Provider/s on the scope and extent of work to be executed.

12 CONDITIONS OF CONTRACT

The approved Service Provider is required to:

- Be CIDB registered and have a minimum rating and accredited for all-inclusive supply, installation and preventative maintenance contract for electrical reticulation (low, medium and high voltage) including, but not limited to wiring, distribution boards, isolating switches, moulded case circuit breakers, earth leakage protection units surge protection, fuse switches, high rupturing capacity fuse links, contactors, luminaires for incandescent lamps, light switches, light sensitive control units, socket outlets, transformers 230v/32v, isolating and safety isolating transformers, power points, conduit and associated fittings, cables and glands, busbar trunking, cable trays, earthing and bonding, tests, etc. at SARS Offices, located, countrywide.
- Contractor Technician must have a:
 - Minimum of a Diploma or Higher qualification in Electrical Engineering.
 - 3 Years experience in Electrical maintenance (Low voltage).
 - The Contracting Company must be ECASA Electrical Contractors Association (SA) and/ Electrical Conformance Board Registered or equivalent
 - There must be at least one Electrician with a Wiremen's License.
 - Certified to Operate Regulations for High Voltage Systems (ORHVS), "*as and when*" working on medium and high voltage systems.
- Comply with all relevant employment legislation and applicable bargaining council agreements, including UIF, PAYE, and TCC etc.
- Provide Public Liability Insurance or a letter of intent to the value of R 1 million.
- Conduct business in a courteous and professional manner and in accordance with the associated industry's standards and norms regarding preventative maintenance and installation of new equipment or spares.
- Ensure that all personnel working under this contract are in good health and pose no risk to any SARS employees in case of accidents caused by ill health that may lead injuries.
- Comply with the SARS security and emergency policies, procedures, and regulations (A copy of the said procedures and regulations will be available upon request).

- Ensure that all work performed, and all vehicles, plant and equipment brought onto or used on site will be in compliance with the Occupational Health and Safety Act and any Regulations promulgated in terms of this Act and the standard instructions of the SARS (A copy is available upon request).
- Maintain their equipment in good order to comply with the SARS' occupational health and safety standards (a copy will be available on request).
- Ensure that all personnel working under this contract are adequately trained regarding the relevant systems and equipment that he/she will work on prior to the commencement of the contract.
- Provide all personnel working under this contract with uniforms, which state the name of the appointed Service Provider/s and that can be clearly identified from other Service Providers, SARS staff, etc. The SARS reserves the right to order the immediate removal of a staff member that does not adhere to this arrangement.
- Ensure that replacement fully trained staff are available should the need arise.
- Provide all personnel working under this contract with adequate identifiable and appropriate Personal Protective Equipment (PPE) and clothing and to ensure these items are always worn.
- Ensure that the SARS is informed of any removal and replacement of personnel for security reasons.
- Upon receiving a Purchase Order all staff of the contractor will be required to complete a SARS Oath of Secrecy; the SARS reserves the right to vet all personnel working under this contract.
- Provide management reports to the SARS' NOE Facilities Manager monthly. The document shall report on various services and shall cover all work performed and completed during the month.
- The Service Provider must submit resources and equipment schedules including spares availability.

13 THE SOUTH AFRICAN REVENUE SERVICE SHALL

- Conduct business in a courteous and professional manner with the appointed Service Provider/s.
- Provide appropriate information as and when required and only in situations where it is required by the appointed Service Provider/s to fulfil their duties.
- Not accept responsibility for any damages suffered by the approved Service Provider/s or their personnel for the duration of the contract.
- Not accept any responsibility of accounts/expenses incurred by the appointed Service Provider/s that was not agreed upon by the contracting parties.
- Not be liable to provide storage facilities in respect of spares, equipment, tools, or personal belongings of the service provider or his personnel.

14 NOTESTO BIDDERS

- 14.1 Bidders must take note that the tender is sub-divided into nine (9) SARS Regions, Bidders are required to complete pricing for ALL sites within a region. An incomplete pricing for any item within the region will deem the bid as non-responsive which will lead to SARS disqualifying the bid.
- 14.2 Bidders are required to quote only for regions (Annexure A1) which they are bidding for; it will be costing for all items as indicated with Table headings (Annexure C)

SARS Offices per Region

Bidders to clearly indicate for which Region they are bidding for by indicating “Yes”/ “No” in the last column

	City/Town/Suburb/Area	Building Name	Included in bid – Yes/ No
Gauteng North and Head Office			
1	Silverton, Pretoria	Brianley Warehouse	
2	Brooklyn, Pretoria	Khanyisa [Gramik Off Park]	
3	Brooklyn, Pretoria	Brooklyn Bridge (Linton/Hilton)	
4	Brooklyn, Pretoria	271 Veale St - ex Landbank	
5	Pretoria	Menlyn Corner	
6	Brooklyn, Pretoria	Lehae La SARS	
7	Pretoria CBD (ROR)	Pta Revenue Building	
8	Pretoria	Prospect House	
9	Pretoria	Customs House	
10	Pretoria	Iscor Warehouse	
11	Ashlea Gardens Pretoria	Ashlea Gardens BO	
12	Pretoria CBD (ROR)	Pta Revenue Building	
13	Doringkloof Centurion	Doringkloof Office Complex	
14	Centurion	SITA Data Recovery Site	
Gauteng Central and South			
1	Boksburg	Atlas Building	
2	Ekhurleni	State Warehouse 1	
3	Ekhurleni	New Agents Cargo Offices	
4	Ekhurleni	Terminal A Mezzanine level	
5	Ekhurleni	BCOCC Office - Mez level	
6	Johannesburg	Large Business Centre	
7	Krugersdorp	Revenue Building	
8	Lanseria	Lanseria Airport Bldg Mezzanine flr Karzerne	
9	Randburg	Revenue Building	
10	Randfontein	Tambotie Mall	
11	Roodepoort	Horizon View Shop Cnt	
12	Johannesburg	State warehouse (SACD)	
13	Kempton Park	Denel Avaition North	
14	Springs	Sanlam Building	
15	Edenvale	Edenvale Centre	
16	Soweto Orlando East	Asambhe Soweto Centre	
17	Alberton CPO	Alberton Campus	
Free State and Northern Cape			
1	Bloemfontein	New Central Govt Bldg	

	City/Town/Suburb/Area	Building Name	Included in bid – Yes/ No
2	Bloemfontein	Zastron	
3	Kroonstad	LMC Centre	
4	Caledonspoort	Border Post	
5	Ficksburg Bridge	Border Post	
6	Maseru Bridge	Border Post	
7	Van Rooyenshek	Border Post	
8	Ladybrand	Ladybrand	
9	Welkom	Standard Bank Building	
10	Bethlehem	Maluti Square	
11	Ladybrand	ladybrand DDU	
1	Upington	Ancorley Bldg	
2	Nakop	Border Post	
3	Vioolsdrift	Border Post	
4	Upington	Goods office, Railway Station	
5	Kimberley	Orange Toyota Building	
Northwest			
1	Mmabatho	Komongwe House	
2	Pilansberg	Pilansberg Int Airport	
3	Mmabatho	Mmbatho Airport	
4	Rustenburg	Damelin Building	
5	Kopfontein	Border Post	
6	Ramatlabama	Border Post	
7	Skilpadshek	Border Post	
8	Klerksdorp	Sodema Building	
9	Mahikeng	Border Post	
Mpumalanga			
1	Standerton	Receivers Building	
2	Emalahleni (Witbank)	Provence Building	
3	Jeppes Reef	Border Post	
4	Lebombo	Border Post	
5	Mahamba	Border Post	
6	Mananga	Border Post	
7	Nerston	Border Post	
8	Oshoek	Border Post	
9	Nelspruit	Kruger Mpumalanga Int Airport	
10	Nelspruit	New Branch Office (Ex Game)	
11	Komatipoort	Km 7 Warehouses / Cargo Office	

	City/Town/Suburb/Area	Building Name	Included in bid – Yes/ No
12	Komatipoort	DDU Offices	
Limpopo			
1	Giyani	Justice Building	
2	Lebowakgomo	Old Government Building	
3	Polokwane	Government Building	
4	Beit Bridge	Border Post	
5	Groblersbrug	Border Post	
6	Polokwane	Polokwane Int Airport	
7	Thohoyandou/Sibasa	Medical Centre	
8	Musina	SARS DDU (Ex SAPS)	
9	Musina	Musina SANDF Warehouse	
10	Musina	Impounded Vehicle Warehouse	
Western Cape			
1	Beaufort West	Revenue Building	
2	Bellville	Par du Cap	
	Belville	Sanbel (TPS Branch)	
3	Cape Town	Revenue Building	
4	Cape Town	Project 166 (Sanlam)	
5	Cape Town	C.T Airport	
6	Cape Town	17 Lower Long Street	
7	Mossel Bay	Customs Bldg	
8	Oudtshoorn	Allied Building	
9	Paarl	Rhoba Building	
10	Robertson	Customs House	
11	Saldanha Bay	Port Of Saldanha	
12	Stellenbosch	Valerieda Centre	
13	Worcester	Naude Building	
14	Cape Town	Harbour State Warehouse	
15	Cape Town	Cowrie place	
16	Cape Town	CIA Passenger Arrivals (operational space)	
17	Cape Town	Parliament Building	
18	George	New George Office	
19	Cape Town	CT Scanner Site	
20	Cape Town	Mitchell Plein	
21	Cape Town	Capemail	
22	Cape Town	Container Depot	

	City/Town/Suburb/Area	Building Name	Included in bid – Yes/ No
Kwa Zulu Natal			
1	Durban	Trescon House	
2	Durban	State warehouse and Cargo container site - Nieu Pier	
3	Golela	Border Post	
4	Quachasneck	Border Post	
5	Richards Bay	Customs House	
6	Richards Bay	Bay Side Mall	
7	Durban	King Shaka Int Airport	
8	Pietermaritzburg	9 Armitage Road	
9	Port Shepstone	16 Bisset Street	
10	Durban	Dube Trade Port Cargo Term	
11	Umhlanga	29 Equinox Drive	
12	Newcastle	Victoria Mall	
13	Durban	Customs Scanner Shed and Offices	
14	Durban	Westville Correctional Services Dog Unit	
15	Durban	Durmail	
16	Pinetown	Pinetown Branch Office	
17	Durban	Durban Marina Mooring Property	
Eastern Cape			
1	Port Elizabeth	Revenue House	
2	Port Elizabeth	State warehouse	
3	Kariega	Corkwood square Kariega Branch office	
4	Mthatha	Hillcrest	
5	Port Elizabeth	Sanlam building	
6	East London	Waverley Park Phase 3	
7	Port Elizabeth	Forest Hill Dog Unit	

***Note:** SARS reserves the right to add or remove any of the above-mentioned sites, without the prior approval of the appointed service provider.*

Annexure B

Maintenance of Electrical Activity Schedule as a minimum

Certificate of compliance – Bi-annually	Legend 01= Correct 02= Defect 03= Planned Out of Service

Issuing of Certificate of compliance “as and when” required.	Legend 01= Correct 02= Defect 03= Planned Out of Service

Electrical thermographic scanning - Annually	Legend 01= Correct 02= Defect 03= Planned Out of Service

Eather leakage testing - Annually	Legend 01= Correct 02= Defect 03= Planned Out of Service

Polarity testing at point of consumption - Annually	Legend 01= Correct 02= Defect 03= Planned Out of Service

Annexure D

SERVICE PROVIDER/S CONTACT DETAILS DURING BUSINESS HOURS

TABLE

Callouts	Primary Number	1 st Alternative Number	2 nd Alternative Number
Helpdesk/office			
e-mail address			
Mobile number			
After hours tel. number			