

## 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](mailto:tenderoffice@sars.gov.za)

## Reference

RFP 22/2025

Date: 20 August 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 TO TENDER

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   |
|--|---|
| <b>Bid Number:</b>   | RFP 22/2025   |
| <b>Description &amp; Contract term:</b>                            | Appointment of a Group Life Insurer for a period of sixty (60) months.  |
| <b>Virtual briefing session date and registration:</b>             | <p>The compulsory briefing session will be held virtually via a Microsoft Teams meeting and can be accessed on the below link:</p> <p><a href="#">Join the meeting now</a></p> <p>Meeting ID: 377 604 538 536 1<br/>Passcode: zd7y2MD2<br/>Date: 27 August 2025 at 11am</p> |
| <b>Bidders to submit written questions on or before:</b>           | From 20 August to 3 September 2025  |
| <b>SARS to respond to bidders' written questions on or before:</b> | 5 September 2025  |
| <b>CLOSING DATE AND TIME (proposals due):</b>                      | <b>Date: 23 September 2025<br/>Time: 11:00 Am</b>   |



South African Revenue Service

|  |   |
|--|---|
|  | <b>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.</b> |
|--|---|

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:

|                                  |  |
|----------------------------------|--|
| <b>1 x Hardcopy submission</b>   | One (1) hardcopy submission clearly marked.<br><br>A "hardcopy submission" means an A4 ring bound lever arch file.   |
| <b>1 x Electronic submission</b> | One (1) electronic submission of a complete copy of the hardcopy submission.<br><br>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](mailto:tenderoffice@sars.gov.za).

Yours faithfully

**NAME: KENNETH PILLAY**

**ACTING BUSINESS AREA LEAD: ACQUISITION MANAGEMENT**

**DATE:** 20 August 2025