



RFP 14/2025: Appointment of a service provider(s) for the provision of Energy Performance Compliance Services

Questions & Answers

Closing Date: 8 August 2025 at 11:00

#	Question	Answer
1.	Does SARS require all proposed team members to be registered Energy Performance Professional's	Yes, all proposed Team Members must be registered Energy Performance Professionals, however if the proposed team members are not registered EP Professionals the bidder will not be penalized but will be scored low on this specific criteria.
2.	Please clarify if invoicing and payment will be done on completion of each phase per building or on completion of each phase per cluster?	The payment terms will be agreed upon during contracting.
3.	Is there a risk that SARS does not proceed with Phase 2 and Phase 3 of the process if the findings during the gap analysis in Phase 1?	All three phases will be covered in accordance with the scope of work/business requirements. However should there be a risk not to proceed with the other phases, negotiations will be held with the supplier prior to close-off.
4.	Please confirm if client reference letters will be accepted in response to the requirement for 'project completion certificates'?	Reference letters will not be accepted. SARS requirements clearly states that Bidders must submit three (3) completion certificates similar to the scope of work e.g. Energy Audit, Energy Performance Compliance service and etc.
5.	Please confirm if the proposal must be submitted with 1 hardcopy file with 2 separate sections for Technical and Pricing or if the submission requires 2 separate hardcopy files, 1 file for Technical and 1 file or Pricing	The bidders are required to submit A hardcopy and an electronic copy of their proposal. The pricing information is included as a separate file (File 2) and is not included in the Mandatory file (File 1). Refer to checklist of returnables (Page 29) for ease of reference.
6.	We have noted that the General Conditions of Contract does not need to be signed, as indicated in Table 7A: Prequalification criteria of document "2. Final RFP 14-2025 Energy Performance Compliance Services.pdf".	Bidders are required to initial the GCC as evidence that they have read and understood the document.



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	<p>The tender however mentions a “pro forma document” that needs to be signed instead.</p> <p>Can you please indicate which of the 10 documents include the “pro-forma”?</p>	<p>The documents clearly states where the bidders should sign. Document 4 to 10 requires the bidders signature.</p>
General and Important		
Bidders must carefully read the RFP document and its annexures.		