

Appointment of a panel of recommended Curator Bonii for SARS

| | |
|-------------------------|--------------------------------|
| Briefing Session | 05 November 2015 11h00 |
| RFI No | RFI 01/2015 |
| Closing Date | 23 November 2015, 11h00 |

Bid Evaluation Committee

Procurement

Commodity Leader: Professional Services – Project Oversight

Price Evaluator

Governance, Compliance & Risk Specialist – Audit

Contract Specialist

Tender Office – Pre-Qualification

SARS Legal and Policy - Enforcement

Technical Evaluator X 3

Price Evaluator

Corporate Legal Services

Legal Specialist

Table of Content

1. Welcome and Introduction

2. RFI Timelines

3. Background

4. Bid Evaluation Process

5. RFI submission and contact details

6. Q&A

RFI Timelines

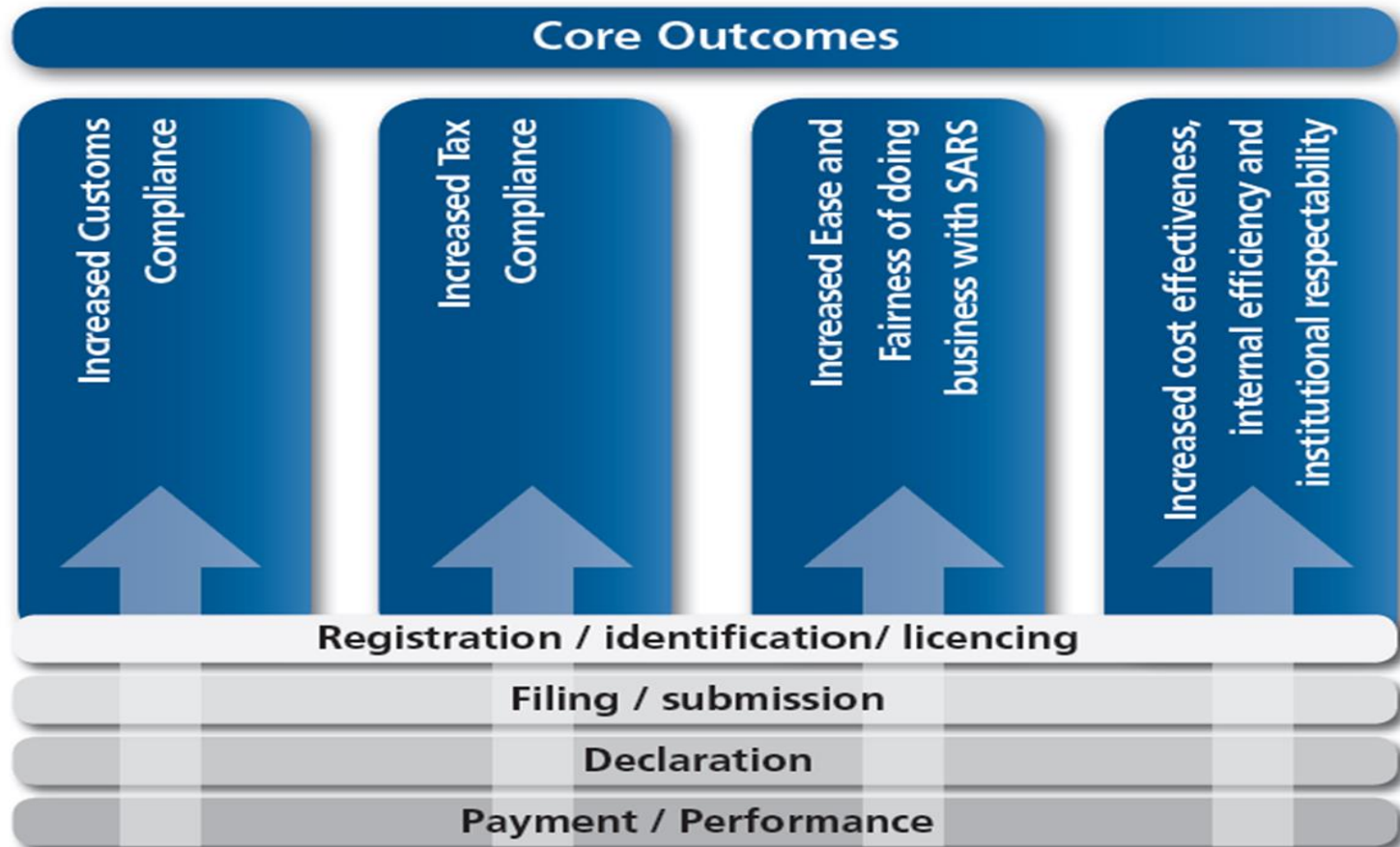
| ACTIVITY | DUE DATE |
|---|--------------------------------|
| RFI Advertisement in Sunday Times | 01 November 2015 |
| RFI Advertisement in Government Tender Bulletin | 30 October 2015 |
| Tender documents on SARS website | 02 November 2015 |
| Non-Compulsory briefing session | 05 November 2015, 11H00 |
| Questions relating to RFI | 17 November 2015 |
| RFI Closing Date | 23 November 2015, 11h00 |
| Notice to bidders | *February 2016 |

Table of Content

1. Welcome and Introduction
2. RFI Timelines
- 3. Background**
- 4. Bid Evaluation Process**
- 5. RFI submission and contact details**
- 6. Q&A**

Background

As an organ of state, SARS's mandate outlines its obligations towards the state and its people by:



Background Cont....

Section 163 of the Tax Administration Act allows SARS to apply to the High Court for a preservation order prohibiting a taxpayer from dealing with the assets to which the order relates. This is done to prevent realisable assets from being disposed of or removed in an effort to frustrate the collection of taxes that are due or payable, or that a senior SARS official believes on reasonable grounds may be due or payable. In these cases, SARS must take reasonable steps to preserve and safeguard the assets and in order to do so, may request the High Court to appoint a suitable curator bonis in whom the assets vest.

Although the Tax Administration Act does not prescribe who may be appointed as a curator bonis, the Court will consider SARS' recommendation, SARS being the applicant for the preservation order. SARS therefore wishes to establish the Panel consisting of suitable Panel Members from which a curator bonis can be recommended.

Table of Content

1. Welcome and Introduction
2. RFI Timelines
3. Background
- 4. Bid Evaluation Process**
- 5. RFI submission and contact details**
- 6. Q&A**

Bid Evaluation Process Gate 0: Pre-Qualification Criteria

The following documents must be submitted for pre-qualification Gate 0:

| Name of Document that must be submitted | Non-submission may result in disqualification? |
|--|--|
| Original and valid Tax Clearance Certificate – SBD 2 | YES |
| SARS' s Oath of Secrecy | YES |
| Invitation to Bid – SBD 1 | YES |
| Response to RFI Letter | YES |
| Declaration of Interest – SBD 4 | YES |
| Declaration of Bidder's Past Supply Chain Management Practices – SBD 8 | YES |
| Certificate of Independent Bid Determination – SBD 9 | YES |
| Declaration of Good Standing (Annexure A) | YES |
| <i>Curator Bonii</i> Hourly rate card (Annexure C) | YES |
| Certified Identity Document | YES |

Bid Evaluation Process Gate 1

The Bidder(s)' information will be scored according to the following points system:

| Functionality | Maximum Points Achievable | Minimum Threshold |
|--|---------------------------|-------------------|
| Desktop Technical Evaluation: Qualifications Experience Professional Membership References Record Keeping | 100 | 75 |
| Overall Combined Score | 100 | 75 |

Bids will be evaluated out of 100 points. The overall combined score must be equal or above 75 points in order to be considered for inclusion in the Panel.

Bidders must refer to Annexure B – Technical Scorecard for allocation of points for technical evaluation.

Table of Content

1. Welcome and Introduction

2. RFI Timelines

3. Background

4. Bid Evaluation Process

5. RFI submission and contact details

6. Q&A

Bid Submission

Bidders must submit copies of the file (Original and Duplicate) and a CD-ROM with content of each file by the **23 November 2015 at 11:00**



TENDER BOX

SARS Brooklyn Bridge, 570 Fehrsen Street, Linton House, Brooklyn

Any enquiries must be referred, in writing via email to:
rft-professionalservices@sars.gov.za or tenderoffice@sars.gov.za

File: Original/ Duplicate

Exhibit 1

Pre-qualification documents (SBD documents)

- Tax Clearance Certificate – SBD 2
- SARS Oath of Secrecy
- Invitation to Bid – SBD 1
- Declaration of Interest – SBD 4
- Declaration of Bidders Past SCM Practices – SBD 8
- Certificate of Independent Bid Determination – SBD 9
- Certified Identity Document
- Declaration of Good Standing (Annexure A)
- Rate card (Annexure C)



Exhibit 2

- Technical Responses as outlined in Annexure B (section 13)



Exhibit 3

- Company profile
- Supplementary information



NB ! Each file must be marked correctly and sealed separately for easy reference during the evaluation process. CD-ROM / USB marked with Bidder Name

Table of Content

1. Welcome and Introduction
2. RFI Timelines
3. Background
4. Bid Evaluation Process
5. RFI submission and contact details
- 6. Q&A**

