**Group 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 : MOALOSI BOROTHO**

**Dear Sir**

**REQUEST FOR PROPOSAL** **: APPOINTMENT OF A PANEL OF EXPERT ADVISORY SERVICES**

# TENDER NUMBER : RFP 52/2018

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: APPOINTMENT OF A PANEL OF EXPERT ADVISORY SERVICES**

| **Reference document** | **Compliance Condition** | **Level of compliance** | | | **If partial compliance, give extent of deviation** |
| --- | --- | --- | --- | --- | --- |
| **Full** | **Non-** | **Partial** |
| SBD 1 | Invitation Letter |  |  |  |  |
| Tax Status Pin | Tax Compliance Status Pin |  |  |  |  |
| 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 |  |  |  |  |
| CSD report | Central Registration Report (Central Database System) from National Treasury |  |  |  |  |
| GCC | General conditions of contract |  |  |  |  |
| Oath of secrecy | Have you completed the oath of secrecy form |  |  |  |  |
| Technical Response  Scope of Work | Does your offer/proposal provide a complete product /solution required for this bid? |  |  |  |  |
| Annexure A11 | Technical Compliance Checklist |  |  |  |  |
| Annexure A1 | Generic Technical Evaluation Scorecard |  |  |  |  |
| Annexure A2 – A10 | Technical Evaluation Scorecard per category |  |  |  |  |
| Annexure B | Have you completed the relevant pricing schedule – Annexure B? |  |  |  |  |
| Annexure C | Have you ticked the relevant list of Categories the bidder is bidding for? |  |  |  |  |
| Annexure D | Have you completed schedule of service categories? |  |  |  |  |
| Annexure E | Have you completed schedule of proposed key personnel to SARS? |  |  |  |  |