

**PROCUREMENT  
CENTRE**

**Office**  
Pretoria

**Enquiries**  
Ms Vuyokazi Ntshinga

**Telephone**  
(012) 647 9569

**Facsimile**  
(086) 612 5232

**Room**  
Linton House , Ground  
Floor, Brooklyn Bridge ,  
Pretoria

**Reference**  
RFP 62/2018

**Date**  
30/10/2018



*South African Revenue Service*

TO WHOM IT MAY CONCERN

South African Revenue Service  
Pretoria Head Office  
570 Fehrsen Street  
Brooklyn Bridge  
Pretoria  
P O Box 2127, Groenkloof, 0027  
Telephone : (012) 647 9569

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

Dear Sir/Madam,

**REQUEST FOR PROPOSAL : APPOINTMENT OF A SERVICE PROVIDER  
FOR ONE ON ONE EXECUTIVE COACHING  
SERVICES**

**BRIEFING SESSION : NON-COMPULSORY BRIEFING SESSION  
DATE : 12 NOVEMBER 2018 AT 11H00**

**ISSUE DATE : 02 NOVEMBER 2018**

**CLOSING DATE : 03 DECEMBER 2018 at 11H00**

**TENDER NUMBER : RFP 62/2018**

You are invited to submit a Proposal for the services as indicated in the attached tender forms.

The conditions contained in the RFP document and SARS Procurement Policy (available on the SARS website) is applicable. This information will be treated as strictly confidential.

The RFP response must be wrapped and sealed in accordance with the instructions contained in the RFP document and on which the following information is clearly indicated:

- The name and address of the bidder.
- RFP reference number
- Closing date and time



South African Revenue Service

The following conditions will apply to the submission of the RFP documents:

1. All RFP's must be submitted in original, hard copy format and in electronic format in accordance with the instructions in the RFP document;
2. RFP documents may either be posted to the Tender Office - SARS Procurement Department, Linton House, 570 Fehrsen Street, Brooklyn Bridge, Brooklyn, Pretoria, 0181 or placed in the tender box at the main entrance at the aforesaid address;
3. RFP documents will only be considered if received by SARS before the closing date and time, regardless of the method used in point 2 above;
4. Late response will not be accepted and shall be returned to bidders.

Please direct all enquiries to Ms Vuyokazi Ntshinga on (012) 647 9569 and email: [tenderoffice@sars.gov.za](mailto:tenderoffice@sars.gov.za).

The RFP forms must be completed fully.

Yours faithfully,

**MOALOSI BOROTHO**  
**ACTING GROUP EXECUTIVE: PROCUREMENT**