

**PROCUREMENT CENTRE**

**Office**  
Pretoria

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

**Reference**  
RFP 11/2020

**Date**  
2020/09/18

TO WHOM IT MAY CONCERN



*South African Revenue Service*

Pretoria Head Office  
299 Bronkhorst Street,  
Nieuw Muckleneuk, 0181  
Private Bag X923,  
Pretoria, 0001

Dear: Sir/Madam

**REQUEST FOR PROPOSAL:**

**APPOINTMENT OF A SERVICE PROVIDER  
FOR ONE-ON-ONE EXECUTIVE COACHING  
SERVICES**

**NON-COMPULSORY BRIEFING SESSION: 01 OCTOBER 2020 (VIRTUAL)**

**TENDER CLOSING DATE:**

**19 OCTOBER 2020 AT 11H00**

**TENDER NUMBER:**

**RFP 11/2020**

You are invited to submit a proposal for the appointment of a service provider for one-on-one executive coaching services.

The conditions contained in the RFP and the SARS Procurement Policy (available on the SARS website) are applicable. The bid document must be sealed in an envelope on which the following information is clearly indicated:

- a) The name and address of the tenderer
- b) Tender number
- c) Closing date and time

The following conditions will apply to the submission of the bid documents.

1. All bid documents must be submitted in accordance with the instructions in the RFP document;
2. Bid documents may either be posted to the Tender Office; SARS Procurement Department, Linton House, 570 Fehrnsen Street, Brooklyn Bridge, Brooklyn, Pretoria, 0181 OR placed in the tender box at the main entrance at the aforesaid address;
3. Bid documents will only be considered if received by SARS before the closing date and time, regardless of the method used to send or deliver such documents to SARS; and
4. Late bids will not be accepted.

Please direct all enquiries to Andre Taljaard at the following email: [tenderoffice@sars.gov.za](mailto:tenderoffice@sars.gov.za)  
OR [rft-professionalservices@sars.gov.za](mailto:rft-professionalservices@sars.gov.za)

The bid forms must be fully completed.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Noxolo Ngubo', is written above a horizontal line.

**Noxolo Ngubo**

**Executive – Procurement, SARS**

**Date : 18/09/2020**