



**APPOINTMENT OF A PANEL FOR DESIGN AND ENGINEERING CONSULTANTS FOR THE  
BUILT ENVIRONMENT**

**Virtual Briefing Session: 21 April 22 at 11H00**

**RFP No.: RFP 39/2021**

**Closing Date: 16 May 2022, 11h00**

# Table of Content

## 1. Welcome and Introduction

## 2. RFP Timelines

## 3. Background and Scope of Work

## 4. Bid Evaluation Process

## 5. Services Agreements

## 6. RFP submission and contact details

## 7. Q&A

# Bid Evaluation Committee

## Procurement

Sourcing Lead: Professional Services – Project Oversight

Governance, Compliance & Risk Specialist – Audit

Tender Office – Bid Opening

Value Delivery Planning – Price Evaluator

B-BBEE Evaluator

## SARS Business Unit

Bid Specification Committee

Technical Evaluators

## Corporate Legal Services

Legal Specialist

# Table of Content

1. Welcome and Introduction

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3. Background and Scope of Work

4. Bid Evaluation Process

5. Services Agreements

6. RFP submission and contact details

7. Q&A

# RFP TIMELINES

ACTIVITY	DATE DUE
Advertisement of Bid in the: <ul style="list-style-type: none"> <li>• SARS eSourcing platform.</li> <li>• National Treasury Tender Portal.</li> </ul>	12 April 2022
Tender documents on SARS website	12 April 2022
<b>Non-compulsory virtual briefing session</b>	21 April 2022
Last date for questions relating to RFP	09 May 2022
Bid Closing Date	16 May 2022
Notice to bidders	July/Aug 2022

# Table of Content

1. Welcome and Introduction

2. RFP Timelines

**3. Background and Scope of Work**

4. Bid Evaluation Process

5. Services Agreements

6. RFP submission and contact details

7. Q&A

# BACKGROUND & SCOPE OF WORK

SARS is undertaking a workplace transformation strategy, which aims to reduce operational costs through the reduction of their occupancy footprint.

This will require SARS to embark on a variety of projects to consolidate and internally retrofit office spaces.

The objective is to support the SARS Footprint reduction strategy and enable termination of leased buildings and sourcing of new buildings in line with the Channel Strategy to support SARS' Vision 2024.

SARS requires the services of suitably qualified and experienced Design and Engineering consulting firms from the Built Environment to provide design engineering services for various projects to supplement the capability and capacity of SARS in-house professional team.

# BACKGROUND & SCOPE OF WORK

The service providers on the panel will provide “NORMAL” professional services as detailed in the Government Gazette of each discipline, where applicable.

The appointment may include any specialised sub-contracting within the environment.

The service providers will be appointed for stages 1 – 6 (Inception; Concept and Viability; Design Development; Documentation and Procurement; Construction and Close Out) or any of the stages thereof in the specific category.

Details of required stages will be specified at the RFX stage.

The appointed bidders on the panel will be expected to value engineer all works to SARS's benefit as the client.



# BACKGROUND & SCOPE OF WORK

Bidders may submit proposals in respect of any one (1) or more of the nine (9) categories listed below:

- CATEGORY 1 - Structural engineering.
- CATEGORY 2 - Civil engineering.
- CATEGORY 3 – Geotechnical engineering.
- CATEGORY 4 - Mechanical engineering.
- CATEGORY 5 - Electrical engineering.
- CATEGORY 6 - Fire engineering.
- CATEGORY 7 - Quantity Surveying Services.
- CATEGORY 8 - Architectural Services
- CATEGORY 9 - Project and Construction Management Services

# BACKGROUND & SCOPE OF WORK

Bidders must complete **Annexure A** and clearly indicate the categories they are bidding for as well as the geographical location with their physical address.

Bidders must submit all the required information for each category they are bidding for.

Each category will be evaluated independent of each other, and it is therefore important that bidders respond to all the required information separately should they be submitting proposals in more than one category.

# Table of Content

1. Welcome and Introduction
2. RFP Timelines
3. Background and Scope of Work
- 4. Bid Evaluation Process**
5. Services Agreements
6. RFP submission and contact details
7. Q&A

## Gate 0

### Pre-Qualification

- Invitation to Bid SBD 1
- Tax Compliance status pin
- Central Registration Report (Central Database System) from NT
- SARS Oath / Affirmation of Secrecy
- Declaration of interest SBD 4
- Supplier cost and risk assessment questionnaire
- Annexure A – Bidder Selection of Categories
- BBBEE Certificate/ Sworn Affidavit

## Gate 1

### Mandatory Requirements

- Proof of a valid Professional registration with the applicable professional body for the registered principal for each selected category the Bidder is bidding for as per section 11.1.1 of the RFP document.

# BID EVALUATION PROCESS

Refer to section 11 of the RFP doc

### Gate 2

Technical Evaluation      100 points

Achieve overall score of 70 out of 100 points to be considered on the panel

Refer to:

- Annexure B: Technical Evaluation Criteria that will apply to all categories

### Gate 3

Price and BBBEE

Pricing and BBBEE will not be evaluated for the establishment of the panel however price and BBBEE evaluation will be done at an RFX stage post award of the panel.

At the RFX stage the pricing methodology will be governed by the principles of the Government Gazetted rates.

# Table of Content

1. Welcome and Introduction
2. RFP Timelines
3. Background and Scope of Work
4. Bid Evaluation Process
5. **Services Agreements**
6. RFP submission and contact details
7. Q&A

# AGREEMENTS

The successful bidder will be required to sign a Standard Professional Services Contract issued by the Construction Industry Development Board at the RFX stage.

SARS shall make amendments to the Standard Professional Services Contract, which will be available for review at the time the service provider is appointed on a RFX via the panel.

SARS shall further include special conditions to the Standard Professional Services Contract which shall be specific to the work being undertaken.

# Table of Content

1. Welcome and Introduction
2. RFP Timelines
3. Background and Scope of Work
4. Bid Evaluation Process
5. Services Agreements
- 6. RFP submission and contact details**
7. Q&A



# BID SUBMISSION

Bidders must submit copies of each file (Original and Duplicate) and a CD-ROM or USB with content of each file by the **16 May 2022 at 11:00**

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 Bid documents must also be uploaded on the SARS e-Sourcing portal, go to the SARS website to access the link and register on <https://www.sars.gov.za/procurement/esourcing/>



## TENDER BOX

Tender Office SARS Procurement, Lehae La SARS  
Head Office, 299 Bronkhorst Street Nieuw  
Mucleneuk, Pretoria

Any enquiries must be referred, in writing via email:  
[tenderoffice@sars.gov.za](mailto:tenderoffice@sars.gov.za) cc [rft-professionalservices@sars.gov.za](mailto:rft-professionalservices@sars.gov.za)

# FILE 1: ORIGINAL / DUPLICATE

## Exhibit 1

Submit only once

- Pre-qualification documents (Refer to table 14A of the RFP)



## Exhibit 2

Separate folders for each selected category that is clearly marked.

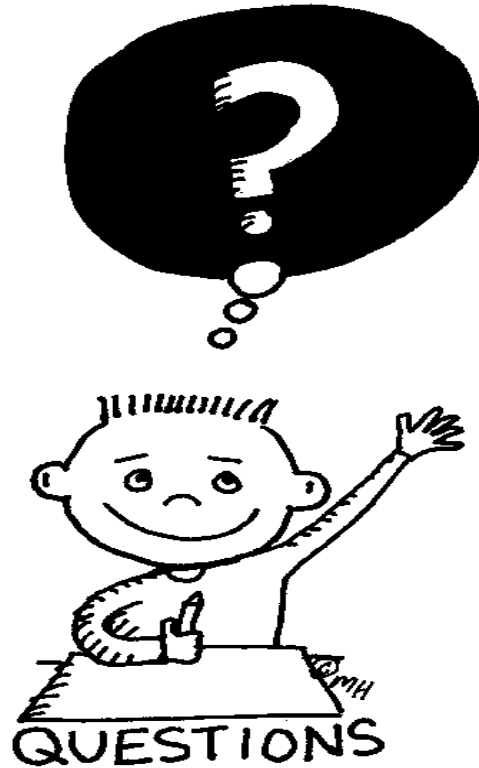
- Mandatory Documents per bidding category Refer to table 14b of the RFP
- List of Categories Bidding for. (Annexure A)
- Technical responses for each category bidders is bidding For



# Table of Content

1. Welcome and Introduction
2. RFP Timelines
3. Background and Scope of Work
4. Bid Evaluation Process
5. Services Agreements
6. RFP submission and contact details
- 7. Q&A**

# QUESTION AND ANSWERS



*Thank you*  
*Re a leboha*  
*Re a leboga*  
*Ndza Khensa*  
*Dankie*  
*Ndi a livhuwa*  
*Ngiyabonga*  
*Enkosi*  
*Ngiyathokoza*