

**PROCUREMENT
CENTRE**

Office
Pretoria

**General Enquiries
(Weekdays 8am –16pm)**

Tender Office
0124224078
0810379162

Technical Enquiries

Email
tenderoffice@sars.gov.za

Reference

RFP 09/2023

Date

08 August 2023



South African Revenue Service

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

TO WHOM IT MAY CONCERN

Dear Sir/Madam,

INVITATION: REQUEST FOR PROPOSAL TO TENDER

The South African Revenue Service (SARS) invites you to tender for the goods and/or services as detailed in the attached tender forms. The conditions contained in the SARS Supply Chain Management Policy and the regulatory framework which governs tenders at SARS are applicable to this tender process.

Activity	Date / Time / Details
Bid Number:	RFP 09/2023
Description & Contract term:	APPOINTMENT OF THE SERVICE PROVIDER FOR THE PROVISION OF ELECTRIC FORKLIFTS FOR THE PERIOD OF FIVE (5) YEARS
Physical briefing session / site inspection date, location, and address:	The non-compulsory site inspection will take place on: 17 August 2023 Time: 10H00 to 11H30 New Pier State warehouse Gate 5 Bayhead Road (Next door to SARS Scanner Site) Bayhead Durban
Virtual briefing session date and registration:	No Virtual Briefing Session to Be Held
Bidders to submit written questions on or before:	28 August 2023
SARS to respond to bidders' written questions on or before:	29 August 2023
CLOSING DATE AND TIME (proposals due):	7 September 2023 at 11:00am

The physical bid proposal submissions must be deposited in the SARS tender box situated at the main entrance of the address below:

**SARS Procurement Tender Office, Lehae La SARS,
299 Bronkhorst Street, Nieuw Muckleneuk, Brooklyn,
Pretoria, 0181.**

Bid proposal submissions must be sealed in an envelope on which the following information is clearly indicated:


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

and is required to be submitted in two forms:

1 x Hardcopy submission	One (1) hardcopy submission clearly marked. A "hardcopy submission" means an A4 ring bound lever arch file.
1 x Electronic submission	One (1) electronic submission of a complete copy of the hardcopy submission. An "electronic submission" means a memory stick (USB stick) containing a complete copy of the hardcopy submission. The onus is on the bidder to ensure that the electronic submission submitted is a complete copy of the hardcopy submission.

Please direct all technical related enquiries to the Procurement Tender Office on email: tenderoffice@sars.gov.za.

Yours faithfully



NAME: DELIWE RAMPA

EXECUTIVE: PROCUREMENT

DATE: 03/08/2023