

**PROCUREMENT  
CENTRE**

Office  
Pretoria

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

Tender Office  
0124224078  
0810379162

**Technical Enquiries**

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

**Reference**

RFP 31/2023

**Date**

07 December 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  |
|--|--|
| <b>Bid Number:</b>   | 31/2023  |
| <b>Description &amp; Contract term:</b>                            | Provision of Armed Response Security and Alarm Monitoring Services for Regions B and D.  |
| <b>Virtual briefing session date and registration:</b>             | The <b>non-compulsory</b> briefing session will be held virtually via a Microsoft Teams meeting on the following date:<br>Date: 13 December 2023<br>Time: 11:00am<br>Below is the meeting link:<br><a href="#">Click here to join the meeting</a><br>Meeting ID: 331 108 762 602<br>Passcode: Y3s8Dg |
| <b>Bidders to submit written questions on or before:</b>           | From 13 December 2023 to 05 January 2024   |
| <b>SARS to respond to bidders' written questions on or before:</b> | From 13 December 2023 to 05 January 2024   |
| <b>CLOSING DATE AND TIME (proposals due):</b>                      | <b>16 January 2024 &amp; 11:00am</b><br><br><b>Late bid proposals submitted after the closing date and time will NOT be accepted nor considered, regardless of the method used to send or deliver such documents to SARS.</b>  |

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:

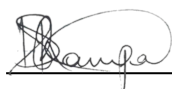
- a) The name and address of the tenderer
- b) Bid number
- c) Closing date

and is required to be submitted in two forms:

|                                  |  |
|----------------------------------|--|
| <b>1 x Hardcopy submission</b>   | One (1) hardcopy submission clearly marked.<br><br>A "hardcopy submission" means an A4 ring bound lever arch file.   |
| <b>1 x Electronic submission</b> | One (1) electronic submission of a complete copy of the hardcopy submission.<br><br>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](mailto:tenderoffice@sars.gov.za).

Yours faithfully



**NAME: DELIWE RAMPA**

**EXECUTIVE: PROCUREMENT**

**DATE: 06 December 2023**