

**PROCUREMENT CENTRE**

**Office**  
Pretoria

**Enquiries**  
Tender Office

**Telephone**  
(012) 422- 4078

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

**Reference**  
RFP 14/2022

**Date**  
02 August 2022



*South African Revenue Service*

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

Dear Sir/Madam,

<b>REQUEST FOR PROPOSALS</b>	The appointment of a service provider(s) for the provision of onsite document storage reduction services for Cape town and Johannesburg processing centres for the period of twenty-four (24) months
<b>TENDER NUMBER</b>	RFP 14/2022
<b>NON – COMPULSORY VIRTUAL BRIEFING SESSION</b>	15 August 2022 @ 11h30
<b>CLOSING DATE</b>	07 September 2022 @ 11h00

You are invited to tender for the above-mentioned services and as detailed in the attached tender forms. The conditions contained in the SARS Procurement Policy 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; and

c) Closing date

All bid documents must be submitted in both original hard copy and electronic format;

Bid documents may either be posted to the Tender Office—SARS Procurement Department, Lehae la SARS, 299 Bronkhorst Street, Nieuw Muckleneuk, Brooklyn, Pretoria 0181 OR placed in the tender box at the main entrance at the aforesaid address;

Bid documents will only be considered if received by SARS on or before the closing date and time, regardless of the method used to send or deliver such documents to SARS. Late bids will not be accepted.

Please direct all enquiries to Tender office on (012) 422 4078 and email: [tenderoffice@sars.gov.za](mailto:tenderoffice@sars.gov.za)

The bid forms must be completed fully.

Yours faithfully



**DELIWE RAMPA**

**EXECUTIVE – PROCUREMENT**

**DATE:** 03/08/2022