



South African Revenue Service

**PROCUREMENT
CENTRE**

Office
Pretoria

Enquiries
Ms. Vuyokazi Ntshinga

Telephone
(012) 647-9569

Facsimile
(086) 612 - 5232

Room
Linton House , Ground
Floor, Brooklyn Bridge ,
Pretoria

Reference
RFP 45/2018

Date
13 July 2018

TO WHOM IT MAY CONCERN

South African Revenue Service
Pretoria Head Office
570 Fehrsen Street
Brooklyn Bridge
Pretoria
P O Box 2127, Groenkloof, 0027
Telephone (012) 647-9569
tenderoffice@sars.gov.za

Dear Sir/Madam,

**REQUEST FOR PROPOSALS : PRINTING, PACKING AND LABELLING OF
COMMUNICATIONS MATERIAL SERVICES TO
SARS**

CLOSING DATE : 13 August 2018 AT 11H00

TENDER NUMBER : RFP 45/2018

NON-COMPULSORY BRIEFING : 24 July 2018 AT 10H00

You are invited to tender for the service as indicated 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) BID number
- c) Closing date

All bid documents must be submitted in original, hard copy and soft copy format, in accordance with the instructions contained in the RFP Pack;

Bid documents may either be posted to the Tender Office—SARS Procurement Department, Linton House, 570 Fehrsen Street, Brooklyn Bridge, Brooklyn, Pretoria, 0181 OR placed in the tender box at the main entrance at the aforesaid address OR respond on SARS eSourcing;

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;

Late bids will not be accepted.

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South African Revenue Service

Please direct all enquiries to Ms. Vuyokazi Ntshinga on (012) 647 9569 and email: tenderoffice@sars.gov.za

The bid forms must be completed fully.

Yours faithfully

A handwritten signature in black ink, followed by the date '17/7/2018' written in a similar style.

ACTING GROUP EXECUTIVE – PROCUREMENT

MS. NOXOLO NGUBO