

PROCUREMENT  
CENTRE

Office  
Pretoria

General Enquiries  
(Weekdays 8:00 –16:00)  
Tender Office  
0124224078

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

Reference  
RFP 01/2025

Date  
23 May 2025



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 01/ 2025
Description & Contract term:	Appointment of accredited service provider to facilitate adult education and training for a period of thirty (30) months.
Virtual briefing session date and registration:	The non-compulsory briefing session will be held <b>30 May 2025 at 11:00 am</b> virtually via a Microsoft Teams meeting and can be accessed at the following link: <a href="#">Join the meeting now</a> Meeting ID: 374 913 945 005 2 Passcode: HT7e9Rv9
Bidders to submit written questions on or before:	23 May to 13 June 2025
SARS to respond to bidders' written questions on or before:	18 June 2025
CLOSING DATE AND TIME (proposals due):	Date: 24 June 2025 Time: 11:00 Am 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.

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.  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.  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



p.p.

**NAME: KOVILAN RAJARUTHNAM**

**ACTING BUSINESS AREA LEAD**

**DATE: 22 May 2025**