

Lehae La Sars  
299 Bronkhorst Street  
Nieuw Muckleneuk, 0181  
Private Bag X92  
Pretoria, 0001



South African Revenue Service

Billing Address

South African Revenue Service  
Accounts Payable Registration Division  
Private Bag X 923  
Pretoria, 0001

Accounts Queries & Statements

Beverley Lombard  
E-mail:  
Phone:  
Fax:

Purchase Order

| Purchase Order Information |                                | Delivery Address |                    |
|----------------------------|--------------------------------|------------------|--------------------|
| Description:               | Safety Representative Training | Deliver To:      | Keneilwe Molefi    |
| Order Number:              | 3100037080                     |                  | SARS               |
| Order Creation Date:       | 09/12/2024                     |                  | Bronkhorst         |
| Reference:                 | Training                       |                  | 299 Le Hae La SARS |
|                            |                                |                  | PRETORIA           |
| Buyer:                     | Ledile Mokgalapa               |                  | 0002               |
| Tel Number:                | 012 422 4000                   | Tel Number:      | 0820664168         |
| E-mail:                    | lmokgalapa@sars.gov.za         | Delivery Date:   | 31/12/2024         |

| Vendor Information |                               |                |                        |
|--------------------|-------------------------------|----------------|------------------------|
| Vendor Number:     | 6000015747                    | Vat Number:    | 02-                    |
| Name:              | ABSOLUTE HEALTH SERVICES      | CSD Number:    | MAAA0567990            |
| Address:           | PO Box                        | Currency:      | ZAR                    |
|                    | RANDBURG                      | Payment Terms: | Z006 - SARS 30 net due |
|                    |                               | Tel Number:    | 0105922111             |
|                    |                               | Fax Number:    | 0862405166             |
| Email:             | alastair@absolutehealth.co.za |                |                        |

| Supplier Note                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Briefing Session                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Date: 18.11.2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Time: 11:00am                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| Venue: Teams                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| link : <a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2VhZWlyMTYtOTE4MS00MzA1LWI0MDAtNjYzOTBINTdhYmM3%40thread.v2/0?context=%7b%22Tid%22%3a%222fc8b005-cac5-4df9-b0fa-2b50ea78e23e%22%2c%22Oid%22%3a%22efd66005-d89f-49ad-bb4a-de98c2634442%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2VhZWlyMTYtOTE4MS00MzA1LWI0MDAtNjYzOTBINTdhYmM3%40thread.v2/0?context=%7b%22Tid%22%3a%222fc8b005-cac5-4df9-b0fa-2b50ea78e23e%22%2c%22Oid%22%3a%22efd66005-d89f-49ad-bb4a-de98c2634442%22%7d</a> |  |

| Item                           | Description   | Quantity | Unit | Unit Price | Net Amount     |
|--------------------------------|---------------|----------|------|------------|----------------|
| 1                              | EASTERN CAPE  | 10       | EA   | 3,742.96   | 37,429.60 ZAR  |
| 2                              | FREE STATE    | 29       | EA   | 1,290.68   | 37,429.72 ZAR  |
| 3                              | GAUTENG NORTH | 28       | EA   | 1,336.77   | 37,429.56 ZAR  |
| 4                              | GAUTENG SOUTH | 28       | EA   | 1,336.77   | 37,429.56 ZAR  |
| 5                              | HEAD OFFICE   | 48       | EA   | 779.78     | 37,429.44 ZAR  |
| 6                              | KWAZULU NATAL | 23       | EA   | 1,627.37   | 37,429.51 ZAR  |
| 7                              | LIMPOPO       | 20       | EA   | 1,871.49   | 37,429.80 ZAR  |
| 8                              | MPUMALANGA    | 11       | EA   | 3,402.69   | 37,429.59 ZAR  |
| 9                              | NORTH WEST    | 12       | EA   | 3,119.16   | 37,429.92 ZAR  |
| 10                             | NORTHERN CAPE | 14       | EA   | 2,673.54   | 37,429.56 ZAR  |
| 11                             | WESTERN CAPE  | 36       | EA   | 1,039.71   | 37,429.56 ZAR  |
| Total Net Value VAT Inclusive: |               |          |      |            | 411,725.82 ZAR |

Purchase Order

|                      |                                |
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CONDITIONS & INSTRUCTIONS TO VENDORS:

1.     **Standard Conditions:**
  - SARS Procurement Procedures (as amended), will apply for this Purchase Order.
  - It is mandatory to acknowledge the receipt of this Purchase Order.
  - Adherence to the terms and conditions as stated on this page is essential; failure to comply could result in payment being delayed.
2.     **Price Basis:**
  - The price/s quoted is/are firm for the duration of this Purchase Order and includes VAT, where applicable.
3.     **Exchange Rate (if applicable):**
  - The price/s quoted is/are based on the ruling exchange rate at date of quotation/ Tender.
4.     **Invoices and Payment:**
  - In respect of a Purchase Order for goods, a Proof of Delivery (POD) , reflecting the Purchase Order number, must accompany the goods to be delivered. No goods will be accepted without a corresponding POD.
  - In respect of a Purchase Order for services rendered, a duplicate Invoice, reflecting the Purchase Order number, must be handed to the person receiving the service after such service has been completed.
  - The original invoice/s must reflect the relevant Purchase Order number and sent directly to the Billing Address as indicated on page 1 of this Purchase Order. If the Purchase Order number is not quoted on the invoice, said invoice will not be paid.
  - The Invoice number should not exceed 16 digits/characters.
  - The Invoice date cannot be earlier than the delivery date acknowledged on the Proof of Delivery (POD).
  - The Invoice descriptions and line items must match those reflected on this Purchase Order.
  - A statement of the SARS account must, on a monthly basis, be sent to the accounts contact person as indicated on page 1 of the Purchase Order.
5.     **Cash Discount:**
  - Invoices must be clearly endorsed with the conditions under which the discount is offered.
6.     **Value Added Tax:**
  - Value Added Tax (VAT) must be shown separately on Invoices. If you are not registered for VAT you may not charge VAT.
7.     **Correspondence:**
  - For payments and account statements, correspondence must be addressed to the Accounts contact persons as detailed on page 1 of this Purchase Order.
  - All other correspondence must be addressed to this office.
8.     **Alterations or Additions:**
  - Any alterations or additions to any of the terms of this Purchase Order must be made and confirmed in writing by this office.
9.     **Electronic Purchase Order Sign-Off:**
  - This Purchase Order has been electronically signed-off as part of the standard SARS Procurement process. The Supplier does not need any further approval from SARS to process this Purchase Order.