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South African Revenue Service

Request For Quotation

RFx Information and Rules

RFx Number:	6000030548
Description:	RFX6000030548-ZX-BackUpWaterSystGautCent
RFx Currency:	ZAR
Bid Start Date and Time:	2025-09-25 17:00:00
Bid End Date and Time:	2025-10-01 11:00:00

Compulsory Requirements

Acceptance of SARS Conditionsas well as submission of Quotation
Complete SBD 1
Complete SBD 4
Complete SBD 6.1
Valid & Original BEE Certificate or Approval letter from an Independent Regulatory Board for Auditors (IRBA) registered auditor

Note to Bidder

Maintenance/Service of backup water and filtration systems for 24 months

-Quarterly Service
-Monthly Inspection
-24 months contract
Jojo tanks
Filters
Booster Pumps
Hydro Taps

For the following GC offices:
Rissik Street Office
Soweto Bara Office
Randburg Office
Kaserne State Warehouse
Krugersdorp Office

RFx Details

Item	Description	Quantity	Unit	Delivery Date
1	RISSIK 2 X 4500 LITRES WITH 1 VEGA PUMP	1	EA	30.09.2026
2	KRUGERSD1 X 4500 LITRES WITH 1 VEGA PUMP	1	EA	30.09.2026
3	RANDBURG3 X 4500 LITRES WITH 1 VEGA PUMP	1	EA	30.09.2026
4	KARSENE 1 X 4500 LITRES WITH 1 VEGA PUMP	1	EA	30.09.2026
5	BARA 1 X 4500 LITRES WITH 1 VEGA PUMP	1	EA	30.09.2026

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GENERAL CONDITIONS AND REQUIREMENTS

NOTE: ALL QUOTATION CONDITIONS MUST BE STRICTLY ADHERED TO, FAILING WHICH THE BID MAY BE REJECTED OR DECLARED NON-RESPONSIVE

1. Pre-qualification Criteria

1.1. SARS will not make an award to any Bidder who is not registered on the National Treasury Central Supplier Database ("CSD").

1.2. The Bidder must be fully tax compliant for an award to be made to the Bidder.

2. Standard Requirements

2.1. Ensure that all relevant documentation is completed in full and submitted. The applicable documents to be completed and attached are:

Standard Bidding documents	Description	Non-submission may result in disqualification
SBD 1	Invitation to bid form The SBD 1 form must be completed in the name of the bidding entity.	√
SBD 4	Declaration of interest form The SBD 4 form must be completed in the name of the bidding entity.	√
SBD 6.1	Preference points claim form The SBD 6.1 form must be fully completed and signed in the name of the bidding entity to claim the points for B-BBEE/ specific goals. Non-submission and / or an incomplete SBD 6.1 form may lead to a zero (0) score on B-BBEE / specific goals.	√
B-BBEE/Specific goals	The B-BBEE certificate or sworn affidavit must be submitted in the name of the bidding entity. Failure of a bidder to submit the required supporting documentation in support of claiming the preference points for B-BBEE/ specific goals will be interpreted to mean that preference points for B-BBEE/specific goals are not claimed.	√
Pricing Quotation/Schedule	Bidder to complete full details and breakdown of the pricing proposal. The price should be all-inclusive for all thegoods and services required in the scope of work, and the bidders must ensure the completeness and accuracy of the pricing figures provided in the pricing response. The unit price quoted must be VAT inclusive, where applicable, and where the bidder is VAT registered or liable for VAT registration.	√
CSD	Bidder to submit the proof of registration on the Central Supplier Database (CSD).	√

2.2. When Bidders email their response, PDF format is the **ONLY** format acceptable by SARS IT Security.

2.3. Bidders can also send more than one e-mail, but the RFx number **MUST** be on each of the emails in the subject line.

2.4. Submissions deposited into the tender box **WILL NOT** be accepted.

2.5. Email all responses to the general email provided on the RFx document and **DO NOT** include the buyer in your response e-mail as this will result in disqualification of your quote.

2.6. Bidders may not forward RFx invitations to other bidders who are not invited. Bids received from bidders who are not invited will not be considered for evaluation, to minimize the risk of collusion on pricing amoungst the bidders.

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2.7. All bidders are bound by the bid terms and conditions when submitting proposals. SARS reserves the right to disqualify bidders due to adherence to such terms and conditions.

2.8. Suppliers are not authorised to deliver goods or render a service without a valid purchase order number.

3. Evaluation Criteria

Evaluation of the bid responses will be adjudicated based on Mandatory & Technical criteria (where applicable) and the Preference Point System 80/20 in line with the SARS Preferential Procurement Policy.

Adjudication Criteria	Point
A duly completed SBD 6.1 and a valid SANAS Accredited B-BBEE Certificate or Affidavit	20
Pricing	80

4. SARS B-BBEE Requirements

The checklist below indicates the BEE documents that must be submitted for RFQs, failure to submit will result in scoring zero for BEE

CLASSIFICATION	Codes	SUBMISSION REQUIREMENT
Exempted Micro Enterprise (EME)	Below R10 million p.a.	A sworn Affidavit or Copy of B-BBEE Certificate from CIPC.
Qualifying Small Enterprise (QSE)	Between R10 million and R50 million p.a.	Copy of B-BBEE Rating Certificate from a SANAS Accredited rating agency. A sworn Affidavit above 51% Black Ownership.
Large Entity (LE)	Above R50 million p.a.	Copy of B-BBEE rating Certificate from a SANAS Accredited rating agency.

- **http://www.sanas.co.za/directory/bbee_default.php** List of SANAS Accredited Verification Agencies on behalf of the DTI.

5. CONDITIONS OF THE RFQ

By bidding, a bidder, is deemed to have accepted all terms and conditions of this RFQ; and is further deemed to have accepted that if successful, any award made will be made subject to the terms and conditions of this RFQ.

5.1 SARS reserves the right in its sole discretion to:

5.1.1 Cancel or reject any quote and not to award the RFQ to the lowest Bidder; or

5.1.2 Award parts of the RFQ to different Bidders, or not to award the RFQ at all;

5.1.3 Withdraw, suspend or cancel this RFQ or the RFQ process at any time and without providing reasons;

5.1.4 Change any of its requirements as set out in this RFQ;

5.1.5 Change any condition, procedure or rule of the RFQ;

5.1.6 Amend, vary, or supplement any of the information, terms or requirements contained in this RFQ, any information or requirements delivered pursuant to this RFQ, or the structure of the RFQ process;

5.1.7 Re-advertise for RFQ responses; and

5.1.8 Provide further information in respect of, and modify the provisions of, this RFQ at any time prior to the Closing Date by notice to all prospective Bidders.

5.1.9 Cancel this RFQ without notifying the prospective Bidders.

5.2 SARS may at its sole discretion disqualify:

5.2.1 Bidders who is not fully tax compliant at the date of award of the RFQ. (please see par 1.2);

5.2.2 Bidders who submitted incomplete information and documentation according to the requirements of this RFQ;

5.2.3 Bidders who submitted information that is fraudulent, factually untrue or inaccurate, for example memberships that do not

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exist, BEE credentials, mandatory information, etc.;

5.2.4 Bidders who received information not available to other vendors through fraudulent means; and/or

5.2.5 Bidders who do not comply with any other requirements as stipulated in this document;

5.2.6 Bidders who did not submit the duly completed SBD forms;

5.2.7 Bidders who do not meet any of the mandatory requirements;

5.2.8 Bidders that responded but were not invited to quote for this RFx;

5.2.9 Bidders that do not use the standard e-mail address on the RFx document to submit responses or include the buyer in the response e-mail

5.2.10 Any person who is a provider (Bidder) or prospective provider of goods or services, or a recipient or prospective recipient of goods disposed of or be disposed of , who directly or indirectly influence or interfere with the work of any of our officials involved in the procurement process in order, inter alia, to:

- influence the process and/or outcome of the RFQ;
- incite breach of confidentiality and/or the offering of bribes;
- cause over- or under-invoicing;
- influence the choice of procurement method or technical standards;
- influence any of our officials in any way which may secure an unfair advantage during or at any stage of the procurement process.

6. SARS Supply Chain Management Policy:

https://www.sars.gov.za/wp-content/uploads/Supp/Policies/SS-PROC-01-SARS-Supply-Chain-Management-External-Policy.pdf

7. Procurement Contract

A fully signed contract will be required under certain circumstances upon award, for example high-value orders, services exceeding six (6) months multiple purchase orders, or critical operations. As part of the bidding conditions, any award is conditional on signing a written agreement within 21 working days of receiving it, failure of which may lead to cancellation of award or negotiation with the next ranked bidder.