SARS Procurement Centre
Head Office

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

Estelle van Niekerk
E-mail: Evanniekerk1@sars.gov.za
Phone: 0124224069
Fax: 0124224069

Purchase Order

Purchase Order Information

Description:	Request for consultancy services
Order Number:	3100038635
Order Creation Date:	29/07/2025
Reference:	Consultants
Buyer:	Ledile Mokgalapa
Tel Number:	012 422 4000
E-mail:	lmokgalapa@sars.gov.za

Delivery Address

Deliver To:	South Africa SARS Bronkhorst 299 Le Hae La SARS PRETORIA 0002
Tel Number:	0124224000
Delivery Date:	31/10/2025

Vendor Information

Vendor Number:	6000019730	**Vat Number:**	4110217462
Name:	Nexia SAB&T	**CSD Number:**	MAAA0005300
Address:	PO Box CENTURION	**Currency:**	ZAR
		Payment Terms:	Z006 - SARS 30 net due
		Tel Number:	012 682 8800
		Fax Number:	012 682 8801
Email:	tenders@nexia-sabt.co.za		

Supplier Note

The scope/ specifications are:

Background:
The varying nature of the current residential setup and given the complexity of arriving at a fair amount and avoiding unnecessary Organised Labour disputes, it is proposed that the current policy be amended, and SARS continue to pay for the utility bill dating back to when the policy came into effect (1st Option). This option attracts fringe benefits charges which will be complex to derive given the current housing setup. or
Alternatively, SARS introduces border allowance to be paid to all affected employees located in a house across the identified borders (Option 2). These employees will then be expected to then pay a stipulated standard amount, percentage of which will be allocated for municipal utilities charges.
The second option assist with addressing the burden of paying for fringe benefits if SARS continues with taking over the responsibility of all utilities charges costs. This is a once off requirement emanating from an audit finding and assist is settingl

Item	Description	Quantity	Unit	Unit Price	Net Amount
1	APPOINTMENT OF AN INDEPT PROPERTY VALUER	1	EA	299,000.00	299,000.00 ZAR
					Total Net Value VAT Inclusive: 299,000.00 ZAR

Purchase Order

Description:	Request for consultancy services
Order Number:	3100038635
Order Creation Date:	29.07.2025

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.