

SARS Procurement Centre

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



Enquiries only e-mail: Proc.Queries@sars.gov.za
Enquiries Contact number: 012 647 9880
Submit Bid Response to e-mail: Proc.responses@sars.gov.za

Request For Quotation

RFx Information and Rules	
RFx Number:	6000021862
Description:	RFX6000021862-SVN-ChairHighBackExecutive
RFx Currency:	ZAR
Bid Start Date and Time:	2023-04-26 17:00:00
Bid End Date and Time:	2023-05-04 11:00:00

Compulsory Requirements
Acceptance of SARS Conditions as well as submission of Quotation
Complete SBD 1
Complete SBD 4
Complete SBD 6.1
Complete SBD 6.2
Mandatory Registrations (i.e. statutory bodies registration)
Complete Oath of Secrecy
Valid & Original BEE Certificate or Approval letter from an Independent Regulatory Board for Auditors (IRBA) registered auditor

Bidder Note
Bidders to provide similar or equal to Block netted high back chairs.
Photo is an example of requirement.

RFx Details				
Item	Description	Quantity	Unit	Delivery Date
1	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
2	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
3	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
4	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
5	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
6	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
7	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
8	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
9	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
10	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
11	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
12	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
13	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
14	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
15	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
16	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
17	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
18	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
19	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
20	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
21	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024

Request For Quotation

South African Revenue Service

RFX Number:	6000021862
Description:	RFX6000021862-SVN- ChairHighBackExecutive

Item	Description	Quantity	Unit	Delivery Date
22	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
23	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
24	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
25	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
26	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
27	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
28	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
29	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
30	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
31	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
32	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
33	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
34	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
35	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
36	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
37	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
38	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
39	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
40	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
41	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
42	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
43	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
44	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
45	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
46	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
47	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
48	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
49	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
50	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
51	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
52	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
53	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
54	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
55	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
56	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
57	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
58	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
59	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
60	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024

Request For Quotation

South African Revenue Service

RFX Number:	6000021862
Description:	RFX6000021862-SVN-ChairHighBackExecutive

Item	Description	Quantity	Unit	Delivery Date
61	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
62	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
63	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
64	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
65	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
66	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
67	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
68	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
69	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
70	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
71	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
72	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
73	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
74	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
75	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
76	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
77	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
78	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
79	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
80	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
81	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
82	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
83	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
84	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
85	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
86	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
87	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
88	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
89	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
90	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
91	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
92	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
93	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
94	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
95	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
96	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
97	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
98	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
99	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
100	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024

Request For Quotation

South African Revenue Service

RFX Number:	6000021862
Description:	RFX6000021862-SVN- ChairHighBackExecutive

101	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
102	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
103	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
104	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
105	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
106	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
107	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
108	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
109	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
110	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
111	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
112	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
113	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
114	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
115	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
116	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
117	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
118	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
119	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
120	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
121	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
122	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
123	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
124	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
125	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
126	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
127	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
128	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
129	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024
130	CHAIR HIGHBACK EXECUTIVE	1	EA	28.03.2024

Request For Quotation

South African Revenue Service

RFx Number:	6000021862
Description:	RFx6000021862-SVN-ChairHighBackExecutive

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 completed in the name of the bidding entity.	√
SBD 6.2 and Annexures	Declaration Certificate of Local Production and Content. The SBD 6.2 form must be completed in the name of the bidding entity. Designated sectors as determined by the Department of Trade and Industry.	Where applicable
BEE Certificate	The B-BBEE certificate or sworn affidavit must be submitted in the name of the bidding entity.	√
Pricing Schedule	Bidder to complete full details and breakdown of the pricing proposal. The price should be all-inclusive for all the goods 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 template. 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).	√

Request For Quotation

South African Revenue Service

RFx Number:	6000021862
Description:	RFx6000021862-SVN- ChairHighBackExecutive

GENERAL CONDITIONS AND REQUIREMENTS

- 2.2. When Bidders email their response, PDF format is the **ONLY** format acceptable by SARS IT Security.
- 2.3. Reduce the size of your email.
- 2.4. Bidders can also send more than one e-mail, but the RFx number **MUST** be on each of the emails in the subject line.
- 2.5. Submissions deposited into the tender box **WILL NOT** be accepted, unless an email informing SARS Procurement was received prior to the closing date and time.
- 2.6. 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.
- 2.7. 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 amongst the bidders.

3. Evaluation Criteria

Evaluation of the Bid Responses will be adjudicated based on the Preference Point System 80/20 in line with the SARS Preferential Procurement Policy, as amended

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.

Request For Quotation

South African Revenue Service

RFx Number:	6000021862
Description:	RFx6000021862-SVN- ChairHighBackExecutive

5. SARS reserves the right in its sole discretion to;

- 5.1. Cancel or reject any quote and not to award the RFQ to the lowest Bidder; or
- 5.2. Award parts of the RFQ to different Bidders, or not to award the RFQ at all;
- 5.3. Withdraw, suspend or cancel this RFQ or the RFQ process at any time and without providing reasons;
- 5.4. Not provide reasons for its rejection or the failure of any Bidder or Proposal failure;
- 5.5. Change any of its requirements as set out in this RFQ;
- 5.6. Change any condition, procedure or rule of the RFQ;
- 5.7. 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;
- 5.8. Re-advertise for RFQ responses; and
- 5.9. 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.
- 5.10. Cancel this RFQ without notifying the prospective Bidders.

6. SARS may at its sole discretion disqualify:

- 6.1. Bidders who is not fully tax compliant on the date of award of the RFQ. (please see par 1.2);
- 6.2. Bidders who submitted incomplete information and documentation according to the requirements of this RFQ;
- 6.3. Bidders who submitted information that is fraudulent, factually untrue or inaccurate, for example memberships that do not exist, BEE credentials, mandatory information, etc.;
- 6.4. Bidders who received information not available to other vendors through fraudulent means; and/or
- 6.5. Bidders who do not comply with any other requirements as stipulated in this document;
- 6.6. Bidders who did not submit the duly completed SBD forms;
- 6.7. Bidders who do not meet any of the mandatory requirements;
- 6.8. Bidders that responded but were not invited to quote for this RFx;
- 6.9. 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
- 6.10. 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.