

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

Malerato Seala
E-mail: Mseala@sars.gov.za
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Purchase Order

Purchase Order Information		Delivery Address	
Description:	Construction work at SARS Rissik street	Deliver To:	Revenue Cape Town Project 166
Order Number:	3100035632		SARS
Order Creation Date:	13/03/2024		22 Hans Strydom Drive
Reference:	Gen Building		CAPE TOWN
			8000
Buyer:	Donald Selahle		SOUTH AFRICA
Tel Number:	012 422 4000	Tel Number:	0124224000
E-mail:	dselahle@sars.gov.za	Delivery Date:	28/03/2024

Vendor Information			
Vendor Number:	6000012693	Vat Number:	02-
Name:	BERVELY HILLS CONSTRUCTION AND PROJECTS	CSD Number:	MAAA0383560
Address:	PO Box PRETORIA	Currency:	ZAR
		Payment Terms:	Z010 - SARS-within 7 days
		Tel Number:	071 2500 366
		Fax Number:	0865396390
Email:	bervhillscons@gmail.com		

Item	Description	Quantity	Unit	Unit Price	Net Amount
1	PRELIMINARIES Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB 2GB grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortest	1	EA	72,300.00	72,300.00 ZAR
2	ALTERATIONS	1	EA	29,345.00	29,345.00 ZAR

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	Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB GB3 grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortesty				
3	CARPENTRY AND JOINERY Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB GB3 grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortesty	1	EA	7,500.00	7,500.00 ZAR
4	ELECTRICAL WORKS The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortesty	1	EA	93,050.00	93,050.00 ZAR

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5	FLOOR COVERINGS Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB GB3 grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortesty	1	EA	97,901.00	97,901.00 ZAR
6	IRONMONGERY The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortesty	1	EA	9,720.00	9,720.00 ZAR

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7	METALWORK Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB GB3 grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortest time	1	EA	83,630.00	83,630.00 ZAR
8	PAINT WORK Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB GB3 grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortest time	1	EA	43,960.00	43,960.00 ZAR

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9	PROVISIONAL SUM Appointment of a Building contractor for minor construction work at SARS Rissik street with at least a CIDB GB3 grading. The high level scope of works (also refer to the drawings, BOQs and specifications): Bill of Materials scope of work. 1. Preliminaries 2. Alterations 3. Carpentry and Joinery 4. Ironmongery 5. Metal Work 6. Electrical Work 7. Mechanical Work 8. Paint work 9. Provisional Sums Health and Safety file according to SARS specifications. The successful Bidder will be required to work with the coordinate the works with SARS direct appointed contractors / suppliers for example signage, IT, Technical Security, Health and Safety, fire compliance and HVAC consultants/contractors' physical facilities. The building will be partially occupied during the construction therefore no interruption of services are allowed without prior approval from SARS. Regular process inspection/ meetings will be required with the successful bidder and SARS to ensure that the site is handed back to SARS in the shortesty	1	EA	150,000.00	150,000.00 ZAR
Total Net Value VAT Inclusive: 587,406.00 ZAR					

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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.