

# Request for Proposal to occupy office space at O.R Tambo International Airport for a period of five (5) years

**REFERENCE NUMBER: COR8079/2025/RFP**

Airports Company South Africa SOC Ltd  
Reg No: 1993/04149/30

**Airports** Company South Africa SOC Ltd invites suitably qualified bidders to submit bids for the above goods or services.

## BID DOCUMENTS

Bid documents will be made available for download from the National Treasury E-Tender Portal at [www.etenders.gov.za](http://www.etenders.gov.za).  
ACSA: [www.airports.co.za](http://www.airports.co.za)

## BRIEFING SESSION

A **compulsory briefing** session will be held on **24 April 2026** at **@ 10:00am** in person at the below VENUE:

**Parade Room**  
Terminal Building 3rd floor- next to the Aircraft Viewing Deck. (Passed the tender submission boxes, heading towards IT department)  
O.R Tambo International Airport  
1 Jones Road  
Kempton Park  
1619

Join:

## CLOSING DATE

The bid closes on **18 May 2026 @ 12:00PM**. All bid documents must be provided in duplicate (printed) format and sealed in a clearly marked envelope / package marked with **Bidder's name, return address and Bid Description**. Replicated documents may only be accepted as responsive if all the information is identical to the original bid document.

## EVALUATION

Bids will be evaluated in terms of the 80/20 Preference point system as per the Preferential Procurement Policy Framework Act, Regulations 2022.

## DISCLAIMERS

For more information bidders are requested to print and read the tender document as this document does not form part of the actual tender document and serves only to notify bidders of the bid.

Failure to provide proof of B-BBEE status will result in a

## B-BBEE scoring of 0.

No tender will be awarded to any bidder:

1. Whose tax matters have not been declared to be in order by the South African Revenue Services;
2. Who is not registered on National Treasury's Central Supplier Database at [csd.gov.za](http://csd.gov.za)
3. Who has directors employed by the State;
4. Who is Blacklisted by National Treasury; and  
**LATE SUBMISSIONS WILL NOTE BE ACCEPTED.**

Airports Company South Africa reserves a right to withdraw, cancel or not award any issued tender.

Airports Company South Africa SOC Ltd reserves the right to withdraw, cancel, award in whole or in part, to more than one bidder.

Enquiries and Contact Information for collection of RFP documents:

E-mail: [TONDANI.MTEPHE@AIRPORTS.CO.ZA](mailto:TONDANI.MTEPHE@AIRPORTS.CO.ZA)

Fax: N/A

Website: [www.airports.co.za](http://www.airports.co.za)

Enquiries for clarity will close on 26 March 2026 @ 12:00PM.

Airports Company South Africa urges its clients, suppliers and the general public to report any fraud or corruption to:

Airports Company South Africa TIP-OFFS ANONYMOUS

FreeCall: 0800 00 80 80

FreeFax: 0800 00 77 88

Email: [acsa@tip-offs.com](mailto:acsa@tip-offs.com)



**AIRPORTS COMPANY**  
SOUTH AFRICA