REQUEST FOR PROPOSALS FOR THE ESTABLISHMENT OF A PANEL OF SERVICE PROVIDERS FOR THE LEARNING AND DEVELOPMENT CONTENT DESIGN AND DEVELOPMENT SERVICES FOR A PERIOD OF FIVE (5) YEARS AT AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED (ACSA)

REFERENCE NUMBER: COR6355/2020/RFP

Airports Company South Africa SOC Limited 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 www.etenders.gov.za from 24 February 2020.

**NON-COMPULSORY BRIEFING SESSION**

Non- Compulsory briefing session will be held at 12:00 Midday to 13:00pm on 02 March 2020 at Airports Company South Africa SOC Limited’s (ACSA) Corporate Offices, 24 Johnson Road, Riverwoods Office Park, Bedfordview, The Corporate Wheel Up Boardroom.

No bidding documents will be available at these meetings.

**CLOSING DATE**

The bid closes on 24 March at 12:00 midday. 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.

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**Pre-Qualification Criteria**

To be recognised as responsive all Bidders are required to subcontract a minimum of 10% to any of Designated Group(s) as set out in PPPFA Regulation 4, in line with the following:

- EME or QSE which is at least 51% owned by black people;
- EME or QSE which is at least 51% owned by black people who are youth;
- EME or QSE which is at least 51% owned by black who are women.

NB: All the Bidders are required to indicate the services that will be sub-contracted to an EME or QSE and provide evidence that the services will be given to a 51% black owned Company. In addition to that all the Bidders are required to provide a memorandum of understanding or letter of intent.

**Mandatory Criteria**

Bidders that do not meet any one of the following mandatory criteria will be disqualified and will not be evaluated further:

- Acceptance of Airports Company South Africa SOC Limited’s terms and conditions
- Proof of Bidder’s registration on the National Treasury Central Supplier Database
- Bidding Companies need to Provide ACSA with a SAQA Accreditation Certificate.

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**EVALUATION**

Bids will be evaluated in terms of the 80/20 Preference point system as per the Preferential Procurement Policy Framework Act, Regulations 2017.

**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
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.

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Enquiries and Contact Information for collection of RFP documents:

- **E-mail**: Portia.Motsieloa@airports.co.za
- **Fax**: None
- **Website**: www.airports.co.za

Enquiries for clarity will close on the 17 March 2020 at 17H00

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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
- **Website**: www.tip-offs.com