



REQUEST FOR BIDS

Briefing Session

ACQUISITION OF VALET PARKING OPERATORS FOR A PERIOD OF THREE (3) YEARS AT AIRPORTS COMPANY SOUTH AFRICA'S, O R TAMBO INTERNATIONAL AIRPORT, CAPE TOWN INTERNATIONAL AIRPORT AND KING SHAKA INTERNATIONAL AIRPORT.

COR7645/2024/RFP



Terminals



Toilets

Shops



Banks

AIRPORTS COMPANY



CONTENTS

1



WELCOME & INTRODUCTION

2



TENDER NOTICE & INVITATION TO TENDER

3



SCOPE OF WORKS

4



EVALUATION PROCESS

5



QUESTIONS AND ANSWERS



TENDER NOTICE AND INVITATION TO TENDER

Confidential



AIRPORTS COMPANY SOUTH AFRICA

3

Non-Compulsory Briefing Session	14 July 2025 at 10h00 via MS Teams
Query Closure	21 July 2025
Queries in writing to:	tenders.scm1@airports.co.za
Response to Queries by ACSA	On or before 24 July 2025
Bid Closure Date and Time	5 August 2025 at 12h00 (mid-day) LATE BID SUBMISSIONS WILL NOT BE ACCEPTED
Bid Documents	<p>Bid documents are available at no cost from the following websites:</p> <ul style="list-style-type: none">• ACSA (www.airports.co.za) Select Tender Bulletin, select Current Tenders, download relevant bid information.• National Treasury (www.etenders.gov.za)
Submission of Bid Document	<p>O R Tambo International Airport (Kempton Park, Johannesburg) (en route to the Viewing Deck; ACSA Offices North wing) Terminal 'A' Building - 3rd Floor TENDER BOX "A" Complete the Bid Deposit Register</p>



TENDER NOTICE AND INVITATION TO TENDER

Bid submissions	<ol style="list-style-type: none"> 1. 1 Original, 1 Copy in printed format and 1 electronic format USB Flash Drive. 2. The printed original will be legal and binding 3. Please ensure that the packaging of the tender document is not a large box but a leverach file size package that can fit in the tender box insertion point. 3. Seal in a clearly marked envelope / package. 4. Bidders address and contact details must be reflected on the back of the envelope/package 5. Anti-Competitive behaviour will not be tolerated. 6. No bidder or any of it's consortium / joint venture members may have an interest in any other bidder / consortium / joint venture participating in this bid. 7. The Bid document must be completed and or signed and returned in it's entirety together with the necessary supporting information.
Joint Venture(JV), Partnerships, Consortiums, Trusts and Sub-Contractors	<ul style="list-style-type: none"> • B-BBEE Certificate - A Joint Venture/Partnerships/Consortium bid must be accompanied by a consolidated JV B-BBEE Certificate from a SANAS accredited B-BBEE Verification Agency in the name of the Joint Venture. • CSD Registration – for a JV, CSD registration for the JV. • All parties to the bid (JV Partners and sub-contractors) must submit all the required returnable documents.
Validity Period	<ul style="list-style-type: none"> • Bid Prices to be valid for a period of 120 working days from date of bid closure. • ACSA may request an extension of the validity period if required.
Alterations to Documents	<p>Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.</p>



SCOPE

PRESENTED BY LINE DEPARTMENT

SCOPE OF OPPORTUNITY (FROM PAGE 12 OF BID DOCUMENT)

INDICATE WHICH SITE YOU ARE SUBMITTING YOUR BID FOR BY TICKING THE BOX PROVIDED. EACH SITE SHOULD BE TENDERED FOR SEPARATELY AND WILL BE EVALUATED AND AWARDED ACCORDINGLY. TENDERS FOR EACH SITE WILL BE AWARDED SEPARATELY.

BIDDERS MUST TENDER FOR BOTH OFFICE/KIOSK AND BAYS IN A PARTICULAR SITE.

No.	Site	✓
1.	O R Tambo International Airport (ORTIA)	
	Office/Kiosk – (Bays at Multi-Storey Parking to be used to construct kiosk)	
	Bays at Engen	
	Additional Office space – 375sqm (OPTIONAL) – Only Bid for this if a bid is in place for above bays at Engen and MSP bays for kiosk.	
2.	Cape Town International Airport (CTIA)	
	Office /Kiosk 1	
	Office /Kiosk 2	
	Office /Kiosk 3	
	Office /Kiosk 4	
	Office /Kiosk 5	
	Office /Kiosk 6	
	Bays	
3.	King Shaka International Airport (KSIA)	
	Office /Kiosk	
	Bays	



EVALUATION PROCESS

SCM & LINE DEPARTMENT TO PRESENT INFORMATION FROM THE BID DOCUMENT

Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Mandatory Requirements	Evaluate on Functionality or the technical aspect of the bid	Evaluate Price and Preference	Objective Criteria	Post tender negotiations (where applicable)	Vetting (Security / Credit etc) Where required

ALL RETURNABLE DOCUMENTS / INFORMATION WILL BE CHECKED FOR ACCEPTANCE.



EVALUATION PROCESS

SCM & LINE DEPARTMENT TO PRESENT INFORMATION FROM THE BID DOCUMENT

STAGE 1: MANDATORY CRITERIA (Page 18 of Bid doc)

- BIDDER TO COMPLETE THE PRICING SCHEDULES PROVIDED IN THIS BID.

STAGE 2: FUNCTIONALITY CRITERIA (From Page 19 of Bid doc)

Bidders who fail to score the minimum threshold points of 75/100 points will be disqualified.

STAGE 3: PRICE AND PREFERENCE (From Page 23 of Bid doc)



Evaluation of Preference :

ACSA will score specific goals in accordance with the PPP Regulations 2022/2023. If a bidder fails to meet the Specific goals as outlined on the table below and to submit proof, the bidder will score zero (0). ACSA will not disqualify the bidder. See below Specific goals that must be achieved for this bid:

Specific Goals	Score	Score
	10	20
51% owned by Black male and Black women and Black youth and People living with disabilities	10	20
51% owned by Black male or Black women or Black youth or People living with disabilities (at least two of the above designated groups must be achieved)	8	15
51% owned by Black male or Black women or Black youth or People living with disabilities	6	10
Less than 51% owned by Black male, Black women, Black youth, People living with disabilities	4	5
Other	0	0





Evaluation of Preference cont.

BIDDER TO PROVIDE PROOF TO SUPPORT THE PREFERENCE POINTS BEING CLAIMED.

A) PROVIDE ORIGINAL OR CERTIFIED COPY OF VALID SWORN AFFIDAVIT OR

B) VALID B-BBEE CERTIFICATE FROM A SANAS ACCREDITED RATING AGENCY (TOGETHER WITH B-BBEE REPORT)

- IF BIDDER IS A JOINT VENTURE (JV) – A CONSOLIDATED B-BBEE CERTIFICATE FROM A SANAS ACCREDITED AGENCY MUST BE PROVIDED (TOGETHER WITH B-BBEE REPORT)

AS PRESCRIBED BY THE B-BBEE ACT AND ITS RELEVANT/MOST RECENT CODES OF GOOD PRACTICE

C) ANY OTHER SUPPORTING INFORMATION.

IN ORDER TO SCORE FOR PREFERENCE POINTS, BIDDER MUST PROVIDE SUPPORTING INFORMATION (PROOF) THAT IS RELEVANT TO THE SPECIFIC GOALS.



EVALUATION PROCESS

SCM & LINE DEPARTMENT TO PRESENT INFORMATION FROM THE BID DOCUMENT

STAGE 4: OBJECTIVE CRITERIA (From Page 41 of Bid doc)

- **BIDDER MUST NOT HAVE AN OUTSTANDING DEBT (MORE THAN 30 DAYS) WITH ACSA.**
- **A NEGATIVE OUTCOME ON CREDIT VETTING.**
- **BIDDER SHOULD NOT BE IN LEGAL DISPUTE WITH ACSA.**



EVALUATION PROCESS



WHERE REQUIRED, THE FOLLOWING STAGES OF EVALUATION WILL BE CONDUCTED:-

STAGE 5: POST TENDER NEGOTIATIONS (WHERE APPLICABLE)

STAGE 6: VETTING (SECURITY / CREDIT ETC) WHERE REQUIRED



EVALUATION PROCESS



RETURNABLE DOCUMENTS – (From Page 42 of Bid doc)

A BIDDER WHO PRESENTS ANY FALSIFIED INFORMATION WILL BE LIABLE FOR DISQUALIFICATION.



THANK YOU

BIDDERS TO REFER TO BID DOCUMENT/INFORMATION IN IT'S ENTIRETY WHEN COMPILING THEIR SUBMISSION.

QUESTIONS AND ANSWERS

