



**SOUTH AFRICAN AIRWAYS**

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A STAR ALLIANCE MEMBER ™

**RFQ GSM036/2026**

**Request for Quotation for A Standby Generator**

**G.1 Written Quote Form**

**RFQ NUMBER: GSM036/2026**

**ISSUE DATE: 17 June 2026**

**CLOSING DATE: 29 June 2026 @ 16:00**

**CLOSING DATE EXTENSION: 17 July 2026 @ 16:00**

**VALIDITY OF RFQ: 90 days**

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**RFQ DOCUMENTS TO BE EMAILED TO:** [tenders@flysaa.com](mailto:tenders@flysaa.com) – The maximum size of documents that can be sent via the email box at once is 2MB. If your files exceed this size, please send them in parts or provide a downloadable link. Note that South African Airways will not be responsible for links that are corrupt and cannot be opened. All queries must be sent to [NaveshniGanesh@flysaa.com](mailto:NaveshniGanesh@flysaa.com) no later than 24 June 2026 @ 14:00

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Vendors must submit quotations before the specified closing date and time. If the quotation is late, it will not be considered.

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**South African Airways requests your quotation for the goods and/or services listed on the attached form. Please include all requested information and submit your quote by the specified deadline. Late or incomplete submissions will invalidate the quote, and the bidder will be automatically disqualified.**

**SUPPLIER INFORMATION:**

NAME OF VENDOR:

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POSTAL ADDRESS:

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TELEPHONE NO.:

.....

CELL NO:

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E MAIL ADDRESS:

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CONTACT PERSON:

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This RFQ will be evaluated according to Evaluation Methodology. Bidders must meet all Administrative, Substantive, Technical, and financial requirements to be considered among the preferred bidders to be awarded the contract.

Required Documentation to be attached.

1. SAA Vendor Document. Refer to Annexure 1
2. SBD 4 Document. Refer to Annexure 2
3. General Conditions of Contract. Refer to Annexure 3
4. Engineering and Construction Contract. Refer to Annexure 4

## CONDITIONS

- All goods or services purchased will be subject to the SAA General Conditions of Contract. A copy of the said conditions is available from the local Procurement office.
- The Vendor is responsible for ensuring that SAA has a valid Original Tax Clearance Certificate. The onus, therefore, rests on the vendor to ensure SAA receives a valid Tax Clearance Certificate as soon as the certificate's validity expires. Where SAA does not have a valid Tax Clearance Certificate, an Original Tax Clearance Certificate must be submitted with this RFQ. Failure to do so may invalidate the quote submitted in terms of the RFQ.
- All purchases will be made through an official purchase order. Therefore, no goods or services must be delivered before receiving an official order/contract.
- I certify that the information supplied is correct, that I have read and understood the SAA General Conditions of Contract, and that I accept the SAA General Conditions of Contract.
- I further certify that all the required information has been furnished, and the relevant forms have been completed and are herewith submitted as part of the bid.

SIGNATURE OF VENDOR: \_\_\_\_\_

CAPACITY: \_\_\_\_\_

**RFQ NUMBER GSM036/2026**

**SAA Business Unit: Global Supply Management**

**1. BACKGROUND**

The proposed solution is to supply and install a separate Standby Generator (800kVA) solely for H-Block building, SAA campus This is due to the critical nature of the H-Block building operations i.e. flight training, flight simulations and testing activities. The proposed Standby Generator will ensure continuity of flight training operations during a major power failure at Airways Park.

**2. SCOPE OF WORK**

The proposal is to rewire and reconfigure the connections at the B747 & Airbus Simulators substations Low Voltage (LV) Boards at the H-Block building, SAA campus as follows:

- Supply and install a 800kVA standby generator to be located outside the H-Block building close to the B747 Simulators substation room.
- Supply and install a Change-Over Panel to be located at the B747 substation and connecting to the B747 Substation and Airbus Simulators substation LV Boards.
- Purchase and install the required cables, control and metering panels to achieve the connection to the B747 & Airbus Simulators substation LV Boards

This reconfiguration will enable the Standby Generator to supply power to the H-Block building in its entirety and reduce production losses due to power failures/faults.

**3. EVALUATION METHODOLOGY**

Administrative Responsiveness	Substantive Responsiveness	Technical Functionality Evaluation	Evaluation of Price and Specific Goals	Business Award and conclusion of contract
<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
<i>Evaluation of returnable documents per tender requirements</i>	<i>Evaluation of Mandatory (Substantive) Returnable Documents ie</i> <ul style="list-style-type: none"> <li>• Submission of a valid CIDB certificate with grading 4EP/EB or above</li> <li>• Submission of a valid letter of good standing from the Department of Employment and Labour.</li> </ul>	The minimum threshold for technical functionality is 70%. Bidders must meet this minimum requirement to proceed to the next stage of evaluation.	Price (80) & Specific Goals (20)	<i>Post-tender negotiations (if applicable) are held at this stage before the LOA is issued to the preferred supplier.</i>

	<ul style="list-style-type: none"> <li>The Bidder must submit a formal written undertaking to submit a COC certificate after the project has been completed.</li> </ul>			
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Note: The evaluation of the various stages will generally occur sequentially. However, to speed up the process, South African Airways may choose to conduct different steps of the evaluation in parallel. In such cases, evaluating bidders at any stage should not be taken as an indication that they have passed previous stages.

### 3.1 EVALUATION PROCESS

#### 3.1.1 COMPLIANCE WITH MINIMUM REQUIREMENTS

All quotations duly lodged will be examined to determine compliance with bidding requirements and conditions. Quotations with apparent deviations from the requirements/conditions will be eliminated from further adjudication.

#### 3.1.2 EVALUATION OF QUOTATION

The contract shall be awarded at SAA's sole and absolute discretion. SAA hereby states that it is not compelled to award this quotation to any bidder. SAA has the right to withdraw this quotation at any time from the date of issuance. SAA is not obligated to accept the lowest quotation, offer, or proposal.

**SAA shall not be required to accept the lowest quotation, offer, or proposal.**

All quotations will be evaluated according to the criteria, weightings, and threshold scores as indicated in 3.2 below:

### 3.2 ADMINISTRATIVE AND SUBSTANTIVE EVALUATION

The criteria and weights referred to in paragraph 3.1 above are as follows:

#### 3.2.1 ADMINISTRATIVE REQUIREMENTS

This evaluation stage will confirm whether all Returnable Documents [where applicable] were completed and returned by the closing date and time. At this evaluation stage, SAA will also verify if the Bid document has been duly signed by the authorised respondent, and the validity of all returnable documents will be verified.

#### 3.2.2 SUBSTANTIVE REQUIREMENTS

**This evaluation stage will confirm if the following requirements have been met:**

**Mandatory Returnable Documents – Phase 1**

**Bidders must fully comply (100% compliance) with the statements of compliance below by selecting either “Yes” or “No” and providing supporting evidence to qualify their statements. Failure to do so will result in bid disqualification. Bidders should also note that if they select “No,” South African Airways will interpret the bidder as non-compliant, leading to bid disqualification.**

None Weighted, mandatory requirements must be met for the bid to qualify for further evaluation. Proof of the information below is required. A bidder who fails to meet this requirement will be disqualified.	<b>Comply (Make sure that you attach proof)</b>	
	YES	NO
<ul style="list-style-type: none"> <li>Contractor must submit a valid CIDB certificate with grading 4EP/EB or above</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Contractor must submit a valid letter of good standing From the Department of Employment and Labour</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The Bidder must submit a formal written undertaking presented on an official Company letterhead, dated and signed by an authorised representative with their full names, position and contact details to submit a COC certificate after the project has been completed.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

***All bidders who do not submit all the required returnable documents (Critical Criteria) will be disqualified from further evaluation.***

**3.3 Technical Functional Questionnaire/Evaluation (Minimum Threshold = 70%) – Phase 02**

<b>Evaluation Criteria</b>	<b>Weight %</b>
<p>The bidder must demonstrate their experience in supply, delivery, installation and commissioning of standby generators including changeover panels by means of reference letters. The reference letter must be on the letter head of the client, dated and signed by the client.</p> <ul style="list-style-type: none"> <li>Reference for supply, delivery, installation and commissioning of standby generator bigger than 800kVA including changeover panels = 40%</li> <li>Reference for supply, delivery, installation and commissioning of a 800kVA standby generator including changeover panels = 20%</li> <li>Reference for supply, delivery, installation and commissioning of standby generator less than 800kVA including changeover panels = 0%</li> </ul>	<b>40%</b>
<p>The bidder must demonstrate their experience through reference letters. Provide reference letters from X3 clients where you have provided the services mentioned above. The reference letter must clearly indicate verifiable contact details of the client and scope of work.</p> <ul style="list-style-type: none"> <li>X3 and/or above reference letters = 10%.</li> <li>X2 reference letters = 5%.</li> </ul>	<b>10%</b>

<ul style="list-style-type: none"> <li>• X1 reference letter = 2.5%. and</li> <li>• No reference letter = 0%.</li> </ul>	
<p>Bidder must provide details of competent personnel as outlined below. The bidder must provide certified copies of qualifications for the personnel listed below:</p> <p><b>Electrical Engineer</b></p> <ul style="list-style-type: none"> <li>• Professional Engineer registration with ECSA = 15%</li> <li>• No Professional Engineer registration with ECSA = 0%</li> </ul> <p><b>Installation Electrician</b></p> <ul style="list-style-type: none"> <li>• Electrical Trade test certificate = 15%</li> <li>• No Electrical Trade test certificate = 0%</li> </ul>	<b>30%</b>
<p>Bidder must provide experienced competent personnel with a minimum of 3 years of experience in MV and LV installations. The bidder must provide detailed CVs of the personnel listed below</p> <p><b>Electrical Engineer</b></p> <ul style="list-style-type: none"> <li>• More than 3 years of MV and LV installation experience = 10%</li> <li>• 3 Years of MV and LV installation experience = 5%</li> <li>• Less than 3 years of MV and LV installation experience = 0%</li> </ul> <p><b>Installation Electrician</b></p> <ul style="list-style-type: none"> <li>• More than 3 years of MV and LV installation experience = 10%</li> <li>• 3 Years of MV and LV installation experience = 5%</li> <li>• Less than 3 years of MV and LV installation experience = 0%</li> </ul>	<b>20%</b>
<b>Threshold</b>	<b>70%</b>
<b>Total</b>	<b>100%</b>

**Bidders must note that the minimum qualifying score for Functionality is 70%. All tenders that do not comply with all the Requirements for Functionality and that fail to achieve the minimum qualifying score of 70% on Functionality shall not be considered for further evaluation against Price and B-BBEE.**

#### **3.4 Phase 4 – Pricing and Specific Goals assessment**

All bid submissions that meet the Administrative, Substantive (Mandatory), and Technical requirements (minimum threshold of 70%) and have confirmed their commitment to SAA's commission structure will be further evaluated under Specific Goals (20 points) to determine if they meet the preferential procurement objectives outlined for this tender.

**The following table should be used as a guide for the pricing proposal. Please provide us with a quotation for the items/services specified hereunder where applicable, in accordance with the above specification**

Item	Description	UOM	Amount Excl. VAT	Amount Incl. VAT
1			R	R
2			R	R
3			R	R
4			R	R
5			R	R
6			R	R
7			R	R
Subtotal			R	R
Contingency @10%			R	R
Grand Total			R	R

### **3.5 Preference Point System**

All tenders that comply with the mandatory requirements for Functionality and that have achieved the minimum qualifying score of 70% (Acceptable tenders) will be evaluated further in terms of the applicable preference point system as follows:

These specific goals have been set as follows:

Selected Specific Goal	Number of points allocated (20)
B-BBEE Level 1 and 2 (Non-Compliant and/or B-BBEE Level 3-8 contributors = 0)	10
30 % or more, black women owned	10
<b>Total Points for Specific Goals</b>	<b>20</b>

## **4. STANDARD CONDITIONS FOR REQUEST FOR QUOTATION**

### **Conditions:**

4.1 All prices provided must be exclusive of Value Added Tax (VAT).

4.2 All goods/services purchased will be subject to the SAA Conditions of Contract and Order, which are available upon request.

4.3 All prices submitted must be firm. "Firm" prices are deemed fixed and are only subject to the following statutory changes: VAT.

4.4 Service, pricing, and availability will be taken into consideration.

4.5 Pricing should be given based on an individual component that would make up the solution, based on technical and functional requirements.

**THE FOLLOWING MUST ACCOMPANY YOUR QUOTE**

- SAA Vendor application and supporting documents. Refer to Annexure 1.
- SBD 4 Document. Refer to Annexure 2.
- General Conditions of Contract. Refer to Annexure 3
- Engineering and Construction Contract. Refer to Annexure 4

**IF NOT QUOTING, INDICATE SO AND RETURN EMAIL TO THE RELEVANT PROCUREMENT OFFICIAL**