



• GATEWAY TO THE REST OF AFRICA •

Reg No: 1995/002792/06

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SPECIFICATION ON SUPPLY OF AVSEC PART 109 REFRESHER TRAINING FOR SECURITY OFFICERS AND LEVEL1 AND 2 AT POLOKWANE INTERNATIONAL AIRPORT.

1. PURPOSE

Polokwane International Airport seeks to appoint a service provider with SACAA accredited certificate; excellent traceable track record for the training of 10 Aviation Security Officers on AVSEC Part 109 refresher training Level 1 and 2 at Polokwane International Airport.

2. INTRODUCTION:

The Civil Aviation Regulations allocates the responsibility for screening in Part 139.02.22, which deals with the responsibility of an aerodrome license holder, as follow:

“139.02.22 (4) (a) The holder of the license must ensure that—

(i) all originating hold baggage to be carried on a commercial air transport airplane engaged in international civil aviation operations are screened prior to being loaded onto the aircraft;

As an airport authority, this regulation was acknowledged in terms of screening, however, Part 139 as quoted above does not cover all aspects of screening, it is specific to Hold Baggage Screening. GAAL is not only an airport authority but does have a security component that is conducting screening at an aerodrome with scheduled operations. As such, **Part 110.03.1 (1)** is applicable in that GAAL is required to register as a Screening organization.

Furthermore, the GAAL security department consists of and deploys screeners, in line with part 110.01.2(1) no person shall act as a screener at a South African aerodrome

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with scheduled operations, air carrier or regulated agent unless such person is the holder of a valid screener certificate issued in terms of this part and is in the employ of an approved screening organisation.

Should GAAL fail to comply with Part 110, the SACAA is no longer able to continue with certification of the screeners.

3. SCOPE OF WORK

The following are scope of work to be delivered:

- ✓ Cost of training 08 X AVSEC officers level 1 refresher training.
- ✓ Refresher Training manuals for 08 X AVSEC officers.
- ✓ Travelling costs for instructor.
- ✓ Accommodation costs for instructor.
- ✓ Venue will be provided at Polokwane International Airport.
- ✓ Total cost inclusive of VAT.
- ✓ Cost of training 01 X AVSEC Level 2 refresher training in accordance with SACAA requirement.
- ✓ Cost of Initial training 01 X AVSEC Level 2 in accordance with SACAA requirement.
- ✓ Training will be conducted at service provider's training school for the duration determine by the approved training curriculum.
- ✓ The service provider will have to issue certificates of competency to personnel attending the training.
- ✓ The service provider must have accredited by SACAA on all level of trainings.

Description of service	Quantity
AVSEC Level 1	08
AVSEC Level 2	01
Initial AVSEC Level 2	01

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4. EVALUATION CRITERIA

All quotations will be evaluated in terms of administrative requirements, functionality, and preference point system;

Administrative (mandatory) Criteria (Gate 0)	Price and B-BBEE Evaluation Criteria (Gate 2)
Suppliers must submit all documents as outlined in paragraph 4.1 (Table 1) below. Only bidders that comply with all these criteria will proceed to Gate 1.	Supplier(s) will be evaluated on price (weighted price) as per scope of work and B-BBEE claimed points. B-BBEE certificate (by SANAS recognised agency) or CIPC Original Sworn signed Affidavit

4.1 Gate 0: Administrative (mandatory) requirements

Supplier (s) must submit the documents listed in **Table 1** below. All documents must be completed and signed in black ink by the duly authorised representative of the prospective bidder(s). **Correction fluid is not allowed and any cancellation on the bid document must be initialled by the authorized signatory.** During this phase, Bidders' responses will be evaluated based on compliance with the listed administration and mandatory bid requirements. The bidder(s) quotation will be disqualified for non-submission of any of the documents.

Table 1: Documents that must be submitted for administrative/mandatory requirements

Document that must be submitted	Non-submission will result in disqualification.	
Invitation to Bid – SBD 1	YES	Complete and sign the supplied pro forma document with a fixed physical address for their business operations for in-loco inspection.
Declaration of Interest – SBD 4	YES	Complete and sign the supplied pro forma document.
Preference Point Claim Form – SBD 6.1	YES	Non-submission will lead to a zero (0) score on B-BBEE. B-BBEE certificate (by SANAS recognised agency) or CIPC Original Sworn signed Affidavit

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Proof of registration on Central Supplier Database (CSD) (detailed CSD report);on SBD1; qoutatioon	YES	Supplier must be registered as a service provider on the Central Supplier Database (CSD).
Pricing Schedule/ quotation	YES	Pricing structure must be completed in full for all service categories as per scope of work. Where bidder has omitted to put price for certain price categories the price offer will not be accepted and will be disqualified as it will not be comparable with others who have quoted for all service categories.

4.2. Gate 2: Preference Point System,

Preference Points System where the 80 points are awarded for price and the 20 points are awarded for B-BBEE as follows:

FINAL EVALUATION CRITERIA	POINTS
Price	80
B-BBEE	20
Total	100

5. QUOTATION SUBMISSION

All quotations and supporting documents must be placed in the bid box OR couriered to the address on or before the stipulated closing date and time as indicated in the SBD1.

Quotations will only be considered if received by the entity on or before the closing date and time.

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Suppliers are required to submit their quotations and supporting documents in a clearly marked envelopes as follows:

REQUIRED DOCUMENTS	PRICE & B-BBEE
Exhibit 1: Administrative and mandatory documents <i>(Refer to Section 4.1 - Gate 0: Administrative requirements (Table 1))</i>	Exhibit 2: Pricing Schedule/Quotation Exhibit 3: SBD 6.1: Preference Points Claim Form in terms of the Preferential Procurement Regulations 2017. B-BBEE certificate (by SANAS recognised agency) or CIPC Original Sworn signed Affidavit

6. PROJECT ENQUIRIES

For technical enquiries:

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For administrative enquiries:

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