

Title	Request for Quotation: Appointment of a B-BBEE consultant
PROPOSAL	SP 0016-25
Validity Period	90 days
PROPOSAL Open	11 December 2025
PROPOSAL Closes	19 December 2025
SAAT Business Unit	Supply CM
E-Mail	mmapitsokhoetha@flysaa.com

SAAT requests your quotation for B-BBEE Consultant -Please furnish all information as requested and return your quote on/before the date stipulated. Late and incomplete submissions may invalidate the quote submitted.

NAME OF VENDOR:

POSTAL ADDRESS:

TELEPHONE NO.:

CELL NO:

E MAIL ADDRESS:

CONTACT PERSON:

This PROPOSAL (Request for Quotation) will be evaluated on Critical, Functional and Pricing and BBEE criteria as per paragraph 2.

1. REQUIRED DOCUMENTATION TO BE ATTACHED

- a) **SARS Tax Clearance Certificate (or proof of application for same where applicable)**
Please note new National Treasury instruction for national and international Service Providers' compliance:

<http://www.treasury.gov.za/legislation/pfma/TreasuryInstruction/Treasury%20Instruction%203%20of%202014%202015%20on%20Tax%20Clearance%20Certificates.pdf>

- b) [SBD 1 Form](#)
[SBD 4 Form](#)

- c) Service Provider are to provide relevant documentation in support to the Evaluation Criteria.

2. CONDITIONS

- The final terms and conditions are subject to negotiations and issuance of an offer to purchase to the successful Service Provider.
- Final payment terms will be negotiated with the successful Service Provider before awarding the PROPOSAL.

- The Service Provider shall provide its best price in the PROPOSAL. This price will be considered together with all other relevant criteria in the quote. The validity period will be 24months.
- The PROPOSAL shall be awarded, whether in whole or in part, at the sole and absolute discretion of SAAT. SAAT hereby represents that it is not obliged to award this PROPOSAL to any Service Provider. SAAT is entitled to retract this PROPOSAL at any time as from the date of issue. SAAT is not obliged to award this PROPOSAL to the Service Provider that quotes the best price. In the event, that SAAT does make an award and should the successful Service Provider then fail to honor its quote, such Service Provider shall be liable to SAAT for any damages SAAT may incur as, a result of such breach.
- The Service Provider shall be disqualified from quoting if any attempt is made either directly to solicit and/ or canvass any information from any employee or agent of SAAT regarding this PROPOSAL from the date the offer is submitted until the date of award of the PROPOSAL.
- SAAT will adjust any arithmetical errors found in the Quotation and shall advise the Service Provider accordingly.
- Quotations and any information contained within will be treated as confidential and will not be disclosed to any third party - including other Service Providers.

The successful Service Provider shall:

- Provide services in accordance with the scope of services, at the negotiated prices and in accordance with the agreed timeline;
- Enter into a non-exclusive agreement when requested to do so by SAAT within the stipulated period;
- Be liable for all additional expenses incurred by SAAT in having to call for Proposals afresh and/ or accepting any less favorable Quote in the event that the Service Provider fails to enter into an agreement with SAAT timeously.
- The PROPOSAL will be evaluated in line with the “Preferential Procurement Policy Framework Act Regulations of 2017”

The following preference point systems are applicable to all PROPOSALS:

- the 80/20 system for requirements with a Rand value of up to R4 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R4 000 000 (all applicable taxes included).

Preference points for this PROPOSAL shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution

BACKG ROUND

South African Airways Technical (SAAT) is Africa's largest and most advanced Maintenance, Repair & Overhaul (MRO) provider. It's a wholly-owned subsidiary of South African Airways and is based in Johannesburg. Centre for Aviation, South African Airways

South Africa's BBBEE Act requires companies to demonstrate progress in transforming their operations to reflect greater economic participation of historically disadvantaged groups. This includes black South Africans, women, youth, people with disabilities, and people living in rural areas. SAAT requires a BBBEE consultant ensures that the company complies with these requirements, helping the business understand the legal framework and implement the necessary changes to avoid penalties or reputational damage.

SCOPE OF WORK

1. Provide strategic advisory services to improve and sustain the SAAT's B-BBEE rating in alignment with the B-BBEE Aviation Sub-sector Codes.
2. Conduct a gap analysis of the current B-BBEE status, identifying areas for improvement and corrective interventions.

3. Assist with the development and implementation of B-BBEE strategy, policies, and initiatives across all scorecard elements (Management Control, Skills Development, Enterprise & Supplier Development, and Socio-Economic Development).
4. Support verification preparation by reviewing supporting evidence, verifying documentation, and ensuring alignment with verification agency requirements.
5. Offer technical support during B-BBEE verification and audit processes.

PHASE 3: Price and BBBEE Evaluation

NO.	DESCRIPTION	BIDDER TO INDICATE COMPLIANCE (YES / NO)
1	Bidders are required to provide a comprehensive approach and methodology that clearly outlines how the project will be executed.	
2.	<p>Proven record of successful implementation of B-BBEE improvement strategies.</p> <p>The bidder must provide proof of experience in B-BBEE consulting and advisory services (minimum of 3 years).</p> <p>At least two contactable references from organizations where B-BBEE consulting and verification preparation was performed.</p> <p>References should confirm:</p> <ul style="list-style-type: none"> ● Quality of advisory services ● Reliability of the consultant ● Effectiveness of verification preparation ● Experience preparing clients for SANAS-aligned verification audits 	

Phase 2 – Functional Criteria

NO.	DESCRIPTION	SCORE/WEIGHT
1	<p>Cv's will be scored as follows:</p> <p>Three year Experience</p> <p>Relevant Qualifications/certifications (e.g. B-BBEE</p>	40

	<p>Management Development Program, Verification Analyst certifications)</p> <p>Cv's showing all above - 40 points</p> <p>Cv's with partial required - 20 points</p>	
3	<p>Demonstrated experience and expertise in B-BBEE advisory and verification preparation.</p> <p>Bidder must provide at lease three contactable references where similar projects have been done.</p> <p>four references provided 40 points</p> <p>Three references provided 20 points</p> <p>No</p>	40
4	<p>Understanding of Aviation sector-specific B-BBEE requirements.</p> <p>bidders will be evaluated on their knowledge of B-BBEE obligations in the aviation industry. Demonstration may include:</p> <p>Examples of aviation-sector clients previously supported</p> <p>Awareness of aviation-related regulatory frameworks affecting B-BBEE</p> <p>Reference including the above - 20 points</p> <p>References not including the above - 0 points</p>	20
Total		100
THRESHOLD		80

PHASE 3: Price and BBBEE Evaluation

PRICE	80
SPECIFIC GOALS	20
TOTAL	100

PHASE 3: PRICE AND PREFERENTIAL PROCUREMENT POINTS		ALLOCATION OF POINTS
PRICE		80
SPECIFIC GOAL 1.	ACHIEVEMENT LEVEL	POINTS
Persons historically disadvantaged on the basis of race	100% Black ownership	10
	75% - 99% Black ownership	8
	60% - 74% Black ownership	6
	50% - 51% Black ownership	3
	Below 50% Black ownership	0
Total points		10
SPECIFIC GOAL 2.	ACHIEVEMENT LEVEL	POINTS
Persons historically disadvantaged based on disability	100 % owned by persons living with disabilities	5
	75% - 99 % owned by persons living with disabilities	3
	60% - 74% owned by persons living with disabilities	2

	51% - 59% owned by persons living with disabilities	1	.
	Below 50 % owned by persons living with disabilities	0	.
Total points		5	.
SPECIFIC GOAL 3.	ACHIEVEMENT LEVEL	POINTS	
Persons historically disadvantaged based on gender	100% Woman ownership	5	
	99% - 75% Woman ownership	3	
	74 % - 60% Woman ownership	2	
	50 % - 51% Woman ownership	1	
	Below 50 % Woman ownership	0	
Total points		5	
GRAND TOTAL - PRICE & PREFERENCIAL PROCUREMENT POINTS		100 points	

10. PRICING

Please submit a breakdown of your pricing in an excel format.

11. SUBMISSION OF PROPOSAL

The PROPOSAL pricing and required documents must be **clearly addressed via e-mail to:** mmapitsokhoetha@flysaa.com , not later than, Friday, 19 December 2025 at 16H00. **(GMT + 2 hours)**

All the questions should be forwarded to the Project Manager not later than 17 December 2025 at the following address: mmapitsokhoetha@flysaa.com.

12. GENERAL TERMS AND CONDITIONS PROPOSAL

a. Indemnify SAAT

SAAT shall not be responsible for payment of wages and or any other emoluments to the staff/workers of the Service Provider so deployed and it shall be the sole responsibility of the Service Provider to make payment to the said staff/workers in time and the Service Provider shall at all-time keep SAAT indemnified against any claim from its staff/workers in this regard. The Service Provider shall indemnify SAAT to make good any claim/penalty/loss or damages including costs thereof in respect of any breach or violation on any of the provisions of any law including labour laws governing the Service Provider's employees or contractors. In case of failure to make good above losses/expenses to SAAT, the same shall be claimed from the Service Provider.

b. Arbitration Clause

Any dispute which arises between the Service Provider and SAAT shall be negotiated with each other in good faith and shall use commercially reasonable endeavours to resolve such dispute within 15 (fifteen) business days of the dispute being declared. Should the Service Provider and SAAT be unable to resolve a dispute in accordance with the foregoing, any one of the parties may refer the matter to arbitration.

The arbitration will be held as an expedited arbitration in Johannesburg in accordance with the AFSA Rules for Expedited Arbitrations by 1 (one) arbitrator appointed by written agreement between the parties, including any appeal against the arbitrator's decision. If the parties cannot agree on the arbitrator or appeal arbitrators within a period of 10 (ten) business days after the referral of the dispute to arbitration, the arbitrator and appeal arbitrators shall be appointed by the Secretariat of AFSA, who shall administer and manage the arbitration proceedings.

c. JURISDICTION

This Agreement will in all respects be governed by and construed under the laws of the Republic of South Africa.

Submissions to reach SAAT by 16h00 am on Friday, 19 December 2025. (GMT + 2 hours)

SIGNATURE OF Service Provider: _____

CAPACITY: _____