

RFQ No. RFQ 006-2026-001

Request for a Once-off Quotation for Fleet Rejuvenation and Refurbishment Services for Catering Trucks and Operational Vans at the Cape Town unit.

Written Quote Form26

RFQ NUMBER: RFQ 006-2026-001

ISSUING DATE: 06 August 2026

MANDATORY BRIEFING SESSION- On-Site : 11 August 2026 at 11:00 am

CLOSING DATE: 12 August 2026 @16h00 CAT

VALIDITY OF RFQ: 90 Days

CLARIFICATION QUESTIONS SHOULD BE DIRECTED TO:

Koketso Nape, koketsonape@airchefs.co.za

Dilale Munyai, dilalemunyai@airchefs.co.za

RFQ RETURNABLE DOCUMENTS TO BE E-MAILED TO:

Koketso Nape, koketsonape@airchefs.co.za

Dilale Munyai, dilalemunyai@airchefs.co.za

Bidder should ensure that quotations are returned before the closing date and time.

Air Chefs requests your quotation on the goods and/or services listed on the attached form. Please furnish all information as requested and return your quote and all mandatory returnable documents on/before the date stipulated. Late and incomplete submissions may invalidate the quote submitted.

NAME OF VENDOR (SUPPLIER):

.....

POSTAL ADDRESS:

.....

TELEPHONE NO.:

.....

CELL NO:

.....

E MAIL ADDRESS:

.....

CONTACT PERSON:

.....

This RFQ will be evaluated on pricing and the specific goals.

Mandatory Returnable Documentation to be attached:

1. Pricing Schedule (Detailed Quotation, VAT Inclusive) (Annexure A) – **(Incomplete pricing schedule will lead to the bidder being disqualified).**
2. Valid BBBEE Certificate or Sworn Affidavit (EME/QSE affidavit where applicable).
3. SARS Tax Compliance Status (Tax Pin).
4. SBD 4 – Declaration of interest (completed and signed) (Annexure B)
5. SBD 6.1 (completed and signed) – (Annexure C).

Non- Mandatory Returnable Documentation to be attached:

1. CSD Report.

DECLARATION BY BIDDER

- I certify that I am duly authorized to submit this bid on behalf of the information supplied is correct and I have read and understand Air Chefs General Conditions of Contract and accept Air Chefs General Conditions of Contract.
- I further certify that all the required information has been furnished, and the relevant forms completed and are herewith submitted as part of the bid.

SIGNATURE OF SUPPLIER: _____

CAPACITY: _____

1. Background

Air Chefs, a Schedule 2 State Entity and airline caterer, operates across three sites: Johannesburg, Durban, and **Cape Town**. The Cape Town unit requires fleet rejuvenation and refurbishment to enhance operational efficiency, meet client requirements, and mitigate the risk of service failures.

The current fleet has deteriorated due to daily catering and transport operations. Several vehicles are showing signs of interior damage, external wear, hydraulic issues, mechanical faults, suspension concerns, and aging components.

The refurbishment and overhaul initiative is intended to:

- Improve fleet reliability and operational efficiency.
- Enhance vehicle presentation standards in line with client expectations.
- Ensure compliance with safety and operational requirements.
- Support audit readiness and governance standards.
- Reduce the risk of operational disruptions and breakdowns.
- Extend fleet lifespan and reduce future maintenance costs.

Air Chefs Cape Town requires a **qualified service provider** to supply spares and materials, and to conduct a complete rejuvenation, refurbishment, overhaul, and repair programme for the operational fleet consisting of:

- **Four (4) catering trucks.**
- **Four (4) operational vans.**

The appointed service provider will be required to conduct assessments and provide detailed quotations per vehicle, including labour, spares, materials, and repairs.

Please note that Air Chefs intends to procure these services directly from the appointed service provider.

2. Scope of Work

2.1 External Refurbishment

- Full exterior polishing and restoration.
- Minor body repairs and touch-ups.
- Treatment/repainting of damaged or faded areas.
- Restoration/replacement of branding and decals where required.
- Headlight and taillight restoration.
- Wheel and rim refurbishment.

2.2 Interior Refurbishment

- Deep cleaning and sanitization of interiors.
- Repair/replacement of damaged flooring.
- Repair/replacement/upholstery of seats.
- Dashboard, trim, and door panel restoration.
- Roof lining and interior panel repairs where necessary.

2.3 Mechanical /Electrical/ Hydraulic Repairs and Overhaul

- Inspection, servicing, and repair of hydraulic systems on catering trucks
- Hydraulic oil replacement/top-up
- Repair of hydraulic leaks, lifting platforms, and operational mechanisms
- Complete engine overhaul and repairs where required
- Gearbox overhaul and repairs
- Suspension repairs and replacement of worn components
- Tyre replacement and wheel alignment where required
- General servicing and operational assessment to ensure roadworthiness and operational reliability

2.4 Supply of Spares and Materials

The appointed service provider will be responsible for the supply and installation of all required spares, consumables, and materials necessary to restore the vehicles to standard working conditions, including but not limited to:

- Engine and gearbox components
- Suspension parts and fittings
- Tyres and wheel-related components
- Hydraulic components and fittings
- Vehicle interior materials and upholstery
- Floor replacement materials
- Paint and body repair materials
- Vehicle lights, trims, seals, and related components
- Cleaning and restoration materials
- Any additional replacement parts identified during assessment

The appointed supplier will be responsible for ensuring that all vehicles are repaired, overhauled, and restored to safe and standard operational working conditions.

2.5 Warranty

The Service Provider shall warrant all refurbishment and rejuvenation work, including parts and labour, for a minimum period of 12 months from the date of acceptance of the refurbished fleet by the Client.

2.5.1. Scope of Warranty The warranty shall cover:

- Mechanical components (engine, gearbox, suspension, braking systems) (If applicable).
- Electrical systems and installations.
- Bodywork, paintwork, and interior refurbishment.

- Any replacement parts installed during the refurbishment process.

3. RFQ Validity Period

The validity period is 90 days.

4. Sub-contracting

The bidders are not allowed to sub-contract for the work required. The bidder Must be able to carry-out the work as outlined in the scope of work.

5. Briefing Session

A compulsory **on-site briefing session** will be convened at Foxtrot 3, Tower Road, Cape Town International, on the **11th August 2026 at 11:00 am**. Attendance at this session is **Mandatory** for all prospective bidders. Failure to attend the Mandatory Briefing Session will lead to disqualification.

6. Site visit

Site Visit – Air chef's official will visit the workshop where the work will be conducted.

7. The Evaluation Process

Submissions will first be evaluated for compliance with the mandatory documentation requirements. Only those that meet these requirements will proceed to further evaluation, which will be based on price and specific goals.

Phase 1- Mandatory requirements

7.1 Mandatory Requirements

A bidder will be disqualified if they fail to meet the following Mandatory Requirements.

- a) Pricing Schedule (Detailed Quotation, VAT Inclusive) (*Annexure A*)
- b) Valid BBBEE Certificate or Sworn Affidavit (EME/QSE affidavit where applicable).
- c) SARS Tax Compliance Status (Tax Pin).
- d) SBD 4 – Declaration of interest (completed and signed) (*Annexure B*)
- e) SBD 6.1 (completed and signed) (*Annexure C*).

7.2. TECHNICAL MANDATORY REQUIREMENTS

No.	Technical Requirement)	Mandatory	Evidence Required	Bidder To Indicate Compliance (Yes / No)
1.	Demonstrated qualifications and 3–5 years of practical experience in fleet rejuvenation and refurbishment, encompassing diesel and motor mechanics, the Occupational Certificate/Experience: Panel Beater, and hydraulic systems technician expertise.		Proof of qualification and CV for the following: 1. CV - Diesel and motor-mechanic. 2. Experience/Training - Panel Beater 3. Experience/Training - Hydraulic technician.	
2.	The bidder must provide three (3) reference letters on official client letterhead, with contact details, for similar services rendered within the last three (3) years. Reference must include the following: • Reference letters must be signed and/or stamped by a duly authorized company official. • Letters must be dated within the last 3 months of submission. • Each letter must be contactable (valid contact details for verification). • Type of service rendered: provision Fleet Rejuvenation and/or Refurbishment delivered at a satisfactory level. • Clear statement of service quality and duration of engagement. More than one reference letter pertaining to the same tender/project		The bidder must provide three (3) qualifying reference letters.	



	will not be considered. Reference letters that do not conform to the requirements below will be disqualified.		
3.	The workshop must hold accreditation from the South African Motor Body Repairers Association (SAMBRA) or another recognised industry authority and must comply fully with Original Equipment Manufacturer (OEM) standards and requirements.	1. SAMBRA or Alternative industry accreditation	
4.	The bidder must provide proof of the existence of the business site in the form of a copy of the latest municipal statement (within 3 months) or lease agreement	1. latest municipal statement or lease agreement.	

Only bidders who are compliant on all mandatory requirements will proceed to stage 2 of the evaluation process.

The contract shall be awarded at the sole and absolute discretion of Air Chefs, whereas Air Chefs reserves the right to retract this quotation at any time as from the date of issue, if justifiable. At the same time, Air Chefs shall not be obliged to accept the lowest of any quotation, offer or proposal (where defensible).

Phase 2 – Pricing and Specific Goals assessment

7.2 Pricing schedule

The bidder needs to provide pricing, as per the attached Pricing schedule (Annexure A).

Critical Requirement.

The total price as per pricing schedule (Annexure A) will be considered by **Air Chefs**. No other format of the pricing schedule will be acceptable other than the one provided with this bid document. The non-submission of the Pricing Schedule, or failure to provide a quotation in accordance with the attached Pricing Schedule (Annexure 1), including the omission of a total bid price in the proposal, will result in **immediate disqualification**.

8. Application of the applicable Preference Point System

The applicable preference point system for this tender is the 80/20 preference point system as per par 4(1) of the 2022 Preferential Procurement Regulations.

The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

Points for this tender shall be awarded for: (a) Price; and (b) Specific Goals.

The maximum points for this tender are as follows:

5.1.1 POINTS AWARDED FOR PRICE

CRITERIA	POINTS	SCORE
Price	80	

5.1.2 POINTS AWARDED FOR SPECIFIC GOALS

In terms of Regulation 4(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For this tender the bidder will be allocated points based on the goals stated in table 1 below, as may be supported by proof/documentation stated in the conditions of this tender:

CRITERIA	POINTS	SCORE
50% Black Women owned 0% - 49% = 0 points 50% and above = 5 points	5	
50% Black Youth owned 0% - 49% = 0 points 50% and above = 5 points	5	
EME or QSE 51% Black Owned 0% - 50% = 0 points 51% and above = 5 points	5	
Disability - None = 0 points (a) Disability confirmed = 5 points	5	
Total	20	

Bidders should be aware that preference points will be awarded to those who provide evidence according to the table below:



Specific Goals	Acceptance Evidence
BBBEE	BBBEE Certificate/ Sworn Affidavit/ BBBEE CIPC Certificate (in case of a JV, a consolidated scorecard will be accepted) as per DTIC guideline
EME or QSE that are 51% Black Owned	BBBEE Certificate/ Sworn Affidavit/ CIPC Certificate
Black Woman Owned – 50% Black Woman Owned	CSD (Central Supplier Database) reports/ BBBEE
Black Youth Owned – 50% Black Youth Owned	CSD (Central Supplier Database) reports/ BBBEE
Disability	CSD (Central Supplier Database) reports/ BBBEE/ Medical reports

9. The Standard Conditions for Request for Quotation

Conditions:

- 9.1 All prices quoted must be inclusive of Value Added Tax (VAT).
- 9.2 All goods/services purchased will be subject to Air Chefs Conditions of Contract and Order, available when requested.
- 9.3 Although Air Chefs would prefer to award this contract to one service provider, it remains at Air Chefs discretion (where applicable) to award to more than one service provider to ensure flexibility in provision of the required goods or services.
- 9.4 Air Chefs is not obligated to award this quote to any Bidder- thus entitled to retract this quote at any time as from date of issue, without any refunds whatsoever. Air Chefs is also not obligated to award this quote to the bidder that quotes the lowest.
- 9.5 Service, pricing and availability will be taken into consideration.
- 9.6 Pricing should be given based on an individual component that would make up the solution based on technical and functional requirements.

10. Additional Requirements

In addition to the requirements of the Condition of Tender, offers will only be accepted if:

- 10.1 The Bidder or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.
- 10.2 The Bidder has not abused the Air Chefs' supply chain management system; and
- 10.3 The Bidder has not failed to perform on any previous contract and has not been given written notice to this effect.

11. Disclaimer

The contract shall be awarded at the sole and absolute discretion of Air Chefs, whereas Air Chefs reserves the right to retract this quotation at any time as from the date of issue, if justifiable. At the same time Air Chefs shall not be obliged to accept the lowest of any quotation, offer or proposal (where defensible).

Air Chefs retains the right to conduct due diligence on the bidder, and should it be discovered that the bidder, owner/shareholder and/or director has been charged, implicated or found to be involved in criminal activities, the bidder may be disqualified.