



## Q&A - TO ALL BIDDERS

**Date: 15 April 2025**

**Reference Number: ORTIA7740/2025/RFP**

**Description: Contract - Appointment for the Maintenance of the Baggage Handling System**

**Conveyors and Carousels for a period of 60 months (5 years) at O.R. Tambo International Airport.**

**Good day, ALL**

This document serves to provide formal responses to the clarification questions raised by bidders during the bidding process for the above-mentioned Request for Proposal (RFP). The clarifications were received in writing from various perspective bidders and have been consolidated and addressed for the benefit of all participating bidders.

### QUESTIONS AND ANSWERS

#### 1. Office Space Rental

**Question:** We would like to find out your rate for the office space rental (including the size of the space).

**Answer:** Please see ORTIA's current rates per square metre.

- ACSA Offices: 244.00 per m<sup>2</sup>
- ACSA Storerooms: 195.00 per m<sup>2</sup>
- ACSA Pax Counters: 324.00 per m<sup>2</sup>

#### 2. Permit Fees

**Question:** What is the rate for permits?

**Answer:** The application fee for a permit with a 2-year validity is R300.00, and R90.00 per icon. The application fee for a 1-day permit is R560.00, and R90.00 per icon.

#### 3. Parking Fees

**Question:** What are the parking fees?

**Answer:** The parking fees are reflected in the image (snap)

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Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393 Board of Directors: F Zikalala Mvelase (Interim Chairperson), Dr K Badimo, D Hlatshwayo, A Khumalo, G Mancotywa, L Mbotya (Chief Financial Officer), M Mpofu (Chief Executive Officer), Y Pillay, S Sambo, N Siyotula, F Sefara (Company Secretary)

|                                   | OPEN<br>Parking L5 | FREIGHT | MSP2<br>L4&5 | MSP L3 | VIP     |
|-----------------------------------|--------------------|---------|--------------|--------|---------|
| Monthly Rate                      | 125.80             | 206.30  | 680.44       | 743.34 | 1343.74 |
| Pro Rata <b>(TO BECALCULATED)</b> | ?                  | ?       | ?            | ?      | ?       |
| Deposit (Refundable)              | 125.80             | 206.30  | 680.44       | 743.34 | 1343.74 |
| Card Fee (Non Refundable)         | 65.00              | 65      | 65.00        | 65.00  | 65.00   |
| Admin Fee (Non Refundable)        | 100.00             | 100.00  | 100.00       | 100.00 | 100.00  |
|                                   |                    |         |              |        |         |

**FEES ARE VAT INCLUSIVE**

#### 4. WCA Levy and Start-Up Costs

**Question:** Please clarify what is meant by “WCA levy” and “Start-up costs” in the BOQ.

**Answer:** The **WCA Levy** refers to the Workmen’s Compensation Act levy in South Africa. This is an annual assessment fee paid by employers to the Compensation Fund, calculated based on employees earnings and the level of risk associated with the work. It provides compensation for employees injured or contracting diseases while on duty. **Start-up Costs** refer to expenses incurred at the beginning of the contract, including mobilisation, site establishment, tools, equipment, and other related initial requirements.

#### 5. C2.2 Price List Part 2 Clarifications

##### 5.1 Repaired Pulleys vs New Pulleys

**Question:** Repaired pulleys do not have the same quality or lifespan as new pulleys since they are welded.

**Answer:** Yes — this is correct. The contractor will communicate with the Service Manager in cases where this applies.

##### 5.2 Third-Party Supplier Costs

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**Question:** Why are there additional costs for a third-party supplier when ACSA has the equipment, and we have qualified people to do the work ourselves?

**Answer:** It is assumed this refers to the mark-up on variable costs. Please note that the contractor is responsible for sourcing market-related prices and procuring stock on behalf of ACSA.

## 6. CVs, Qualifications, and Personnel Requirements

### 6.1 CVs and Qualifications

**Question:** Do we only need to provide CVs and qualifications for Key Personnel, or for all minimum required staff (106 people) as per the NEC document?

**Answer:** For tendering purposes, bidders are required to submit CVs and qualifications for **Key Personnel only**, as these will be evaluated. However, at the award stage, the successful bidder must submit CVs and qualifications for **all team members**, in accordance with the tender document requirements.

### 6.2 Technical Approach – Non-Key Personnel

**Question:** In our Technical Approach, should we name each Non-Key Personnel member, or can we use a resource number to indicate staff roles and responsibilities?

**Answer:** Either option is acceptable. However, naming Non-Key Personnel would provide better clarity and is preferred.

## 7. Key Personnel Qualifications

**Question:** The Technician's qualifications show no difference between the minimum and maximum point allocations. Should the maximum not require an Electrical or Mechanical N Diploma?

**Answer:** Please refer to the addendum issued under Functionality, where this has been reviewed and amended accordingly.

✚ End of Q&A

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