



MINUTES

- Date** : **23 January 2026**
- Time:** **12:00PM**
- Venue** : **Microsoft Teams**
- Presenters:** **Alicia Sekoati**
- Agenda** : **Welcome and Introductions**
Key Dates & Instructions
Background and Scope of Works
Tender Evaluation Criteria
Price and Preference
Questions

Alicia Sekoati welcomed and thanked everyone for attending the non-compulsory virtual briefing session for tender COR8046/2025- REQUEST FOR BIDS FOR THE ACQUISITION OF SECURITY SERVICES FOR A PERIOD OF SIXTY (60) MONTHS FOR THE FOLLOWING AIRPORTS: CAPE TOWN INTERNATIONAL AIRPORT, OR TAMBO INTERNATIONAL AIRPORT AND KING SHAKA INTERNATIONAL AIRPORT. AS WELL AS LICENSING FOR STAKEHOLDER SECURITY SERVICES FOR ALL NINE (9) AIRPORTS OPERATED BY AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED (ACSA).

The objective of the meeting is to share with the bidders the scope requirements as stated in the tender document and indicate how the bid proposals are going to be evaluated. Alicia highlighted the key dates of the document and the instructions for submissions.

The technical expert took the bidders through the background and scope of work of the tender highlighting key information around the scope of work.

Alicia carried on with the remainder of the presentation and took the bidders through the evaluation criteria. She requested that those in attendance assist their respective colleagues in compiling the tender document to ensure that they stick to the exact requirement of the evaluation criteria. Bidders are reminded to label their responses clearly and logically.

Failure to meet the minimum threshold of 65 points out of 100 will result in disqualification.

Alicia then moved on to the Price and Preference stage of the tender. She stressed the importance of using *only* the pricing schedule provided and no other format as this could lead to the disqualification of the bidder. ***Bidders to note the Clarification 01 posted on the etenders portal.***

Please find list of questions and answers from the session:

1. What do we do in a case where a bidder shows compliance on the PSIRA website but the final certification has not been provided by PSIRA due a final fingerprint verification requirement by PSIRA.

WE REQUIRE THE FINAL CERTIFICATION AS IT ASSURES ACSA THAT THE BIDDER IS IN COMPLIANCE WITH ALL PSIRA REQUIREMENTS.

2. When responding to the resource requirements (Technical criteria), is it permissible to submit a pool of resources who in aggregate meet all the requirements but individually do not meet all the requirements eg. one meets the experience requirements, another meets the NKP training certification requirements, another meets the PSIRA Grade B certification requirements etc

ALL THE RESOURCES MUST EACH MEET ALL THE LISTED REQUIREMENTS.

3. When the officers are on training, are the bidders allowed to bill for the hours for which the resources are on training.

ACSA WILL PAY FOR JUST THE TRAINING.

4. What type of vehicles should the bidders provide (4x4 or 4x2)

WE REQUIRE 4X2 FOR THE PURPOSES OF THIS TENDER.

5. For the Swartklip site, are bidders permitted to propose a technical technology solution at a later stage to assist monitoring that specific area.

THIS IS NOT A TENDER REQUIREMENT, BUT ACSA WILL CONSIDER ANY PROPOSAL FOR TECHNOLOGICAL INNOVATIONS.

6. Are bidders also required to submit firearm licences or is the SAPS firearm report sufficient.

WE ONLY REQUIRE THE SAPS FIREARM REPORT.

7. Provide clarity on the shift requirements for the resources listed in the BOQ.

THE BOQ LISTS THE TOTAL RESOURCE REQUIREMENT FOR THE TENDER AND DOES NOT INDICATE RESOURCES PER SHIFT. THE SHIFT REQUIREMENTS WILL BE DISCUSSED WITH THE WINNING BIDDERS.

Ops Manager	8 hours daily (Mon – Fri) and after hour visits as required
Site Manager	8 hours daily (Mon – Fri) and after hour visits as required
Supervisors	Resources required 24/7/365 the shift patterns will be communicated with the winning bidder
Aviation security guards	Resources required 24/7/365 the shift patterns will be communicated with the winning bidder
Administrator	8 hours daily (Mon – Fri)

8. Is there an opportunity for subcontracting and Joint Ventures in this tender.

NO.

9. Please explain what part 108 and also part 109 qualifications are

ACSA IS IN THE AVIATION SPACE, SO FOR OFFICIALS TO SCREEN THE PASSENGERS, THEIR BAGS ETC, BIDDERS NEED TO BE TRAINED BY AN ACCREDITED SERVICE PROVIDER WHO WILL GIVE THEM AVIATION SECURITY TRAINING PART 109. ONCE THEY ARE DONE WITH THAT TRAINING, THEY WILL THEN BE REQUIRED TO APPLY TO SACAA FOR THEM TO CERTIFY THAT PARTICULAR SCREENER AS PER PART 110.

WE DID NOT REQUEST A PART 108 CERTIFICATE. INSTEAD, WE REQUESTED PART 92 (DANGEROUS GOODS).

10. Bidders were required to provide a valid letter issued by the Department of Labour confirming compliance to the Employment Equity Act. Will an application of compliance be permitted or are bidders required to submit the final valid letter.

THIS REQUIREMENT MUST BE MET IN FULL AT THE TIME OF CLOSING. APPLICATIONS ARE NOT PERMITTED.

11. Will proof of application of a transport permit be acceptable.

THIS IS NO LONGER A REQUIREMENT.

12. Bidders were required to demonstrate their experience working at an airport or NKP site. So if we've never worked at an airport or NKP site, would we still be considered or be eliminated immediately.

THIS REQUIREMENT MUST BE MET IN FULL AT THE TIME OF CLOSING. IF YOU DO NOT DEMONSTRATE THE REQUIRED EXPERIENCE, YOU WILL BE DISQUALIFIED FROM FURTHER CONSIDERATION.

13. In terms of the training, we need to ensure that security personnel are successful in SACAA's National Training Certification Program. Would that be determined only after being awarded the specific site? Or is that a prerequisite.

UNLESS A REQUIREMENT HAS BEEN STATED IN THE EVALUATION CRITERIA OR LISTED AS AN ADMINISTRATIVE REQUIREMENT, IT BECOMES A CONDITION OF CONTRACTING WHERE YOU WILL BE AFFORDED LIMITED TIME TO COMPLY WITH ALL REQUIREMENTS.

14. Are bidders limited on the number of sites they can bid for

NO, YOU ARE NOT LIMITED (PLEASE READ SECTION O OF THE SCOPE OF WORK FOR WORK ALLOCATION INFORMATION).

15. What is the expectation from ACSA for bidders who do not have a current contract at an airport and therefore do not have resources who meet the aviation related requirements. It takes time to get resources qualified and ACSA has not afforded bidders sufficient time to train their resources for certification purposes.

THE TENDER CLOSING DATE HAS BEEN EXTENDED.

16. Are there any requirements for the evaluation of TRT officers or is this a condition of contract.

THERE IS NO REQUIREMENT FOR THE EVALUTION OF TRT OFFICERS AT TENDER CLOSING. FULL COMPLIANCE WILL BE REQUIRED AT CONTRACTING STAGE.

17. Which rates from the bargaining council should the bidders use 2025 or 2026.

PLEASE USE THE 2026 RATES.

18. Regarding the PSIRA requirements for the directors and owners. Some companies are multidisciplinary companies that happen to also have security as one of their business units. You will therefore have shareholders who put money into the into the business, but they're not operational and therefore would not have PSIRA certification. What should we do in that case.

PLEASE SEE AMENDED TENDER DOCUMENT.

19. At what stage would we need to provide proof of UIF contributions.

ALL DOCUMENTS LISTED ON SECTION 4 OF THE TENDER DOCUMENT ARE MANDATORY AT THE TIME OF CLOSING. HOWEVER, BIDDERS WILL BE PROVIDED A REASONABLE TIME TO PROVIDE THE DOCUMENTS TICKED AS ADMINISTRATIVE. – REASONABLE TIME IS AT THE DISCRETION OF THE EVALUATION COMMITTEE.

20. How many months' worth of UIF contributions should the bidders provide.

PLEASE SEE AMENDED TENDER DOCUMENT.

21. The tender requires PSIRA Grade A directors, however, the standard in the industry is usually that a director has to be a minimum of grade B. Is there any particular reason with regards?

PLEASE SEE CLARIFICATION 02.

22. With regards to the air side and the land side, are all those particular guards required to have the NKP and the aviation security training certificates. Landside, covers maybe parking lots, etcetera. Are they still required to have aviation and screening certification and why.

YES. THE ENTIRE AIRPORT PRECINCT IS DECLARED AN NKP PRECINCT AND THERE ARE TIMES WHEN A CERTAIN THREAT EMERGES THAT WE MAY EXTEND THE BOUNDARY OUTSIDE OF THE AIRSIDE.

23. Regarding the insurance requirements, can bidders submit a letter of intent.

THE REASON WE PROVIDED YOU WITH THE INSURANCE REQUIREMENT IS SO THE BIDDERS CAN FACTOR THE COSTS INTO THEIR PRICING. HOWEVER, PROOF OF INSURANCE WILL ONLY BE REQUESTED AT CONTRACTING STAGE FROM THE WINNING BIDDER.

24. Regarding the ASSO requirement, can bidders submit a letter of intent.

NO, ALL REQUIREMENTS MUST BE MET AT THE TIME OF TENDER CLOSING. NO LETTER OF INTENT ETC WILL BE ACCEPTED.

25. Why is ACSA not accepting letters of intent or proof of applications for this bid?

THIS IS TO MITIGATE THE RISK OF BIDDERS FAILING TO ACHIEVE A POSITIVE OUTCOME AFTER THEIR APPLICATION PROCESS. IT DELAYS THE EVALUATION PROCESS AND IS UNFAIR TO BIDDERS WHO MEET THE FULL REQUIREMENTS.

26. Please advise if the manpower detailed in the Annexures and Evaluation criteria is specified as posts or people

IT RELATES TO PEOPLE (GUARDS).

27. How much start-up/transition time will be afforded to the winning bidders after contract award.

THE WINNING BIDDERS WILL GIVEN A ONE MONTH PERIOD FOR TRANSITIONING AFTER AWARD.

28. Can the tender be extended by a week or two to allow bidders to finalize their application processes with the various institutions.

PLEASE SEE AMENDED TENDER DOCUMENT.

29. Please indicate why you require 3 letters or reference, if we have one contract for more than 5 years more than 50million. why should a company be penalized for this?

WE WANT ASSURANCE THAT YOU HAVE WORKED ON MULTIPLE HIGH VALUE CONTRACTS.

30. With the recent insourcing at ACSA, what guarantees do we as service providers have that this will not take place in the 60 months?

WE DO NOT UNDERSTAND THIS QUERY, PLEASE REPHRASE.

31. Please clarify whether the requirement is for Passenger screening and not Cargo screening?

PASSENGER SCREENING.

32. The tender requires a 10% sample of certified aviation security guards (Screeners) with Part 109, 110, 92, Grade C, and NKP certifications, given that Part 110 certification is tied to active screening duties and training can lapse after three months of inactivity, maintaining a pool of certified staff without an active contract is practically impossible for non-incumbent bidders.

BIDDERS ARE EXPECTED TO COMPLY WITH ALL REQUIREMENTS AND THIS EVALUATION CRITERIA.

33. Please how do we obtain Aviation Security Screening Organisation (ASSO) approval certificate in the bidder's name. How long does approval takes.

PLEASE CONTACT SACAA DIRECTLY AND ASK.

34. You mention a NKP reference is a requirement. Why is this so? Isn't this an unfair exclusionary provision, and/or prejudicial?

THE REQUIREMENT IS TO DEMONSTRATE EXPERIENCE AT AN AIRPORT OR NKP SITE. THIS IS BECAUSE WE ARE AN AIRPORT AND AN NKP.

35. With regard to the reference letters, please confirm whether reference letters from previous customers are acceptable, or if only current customer references will be considered.

BOTH ARE ACCEPTABLE.

36. On price you mentioned that we should use 2026 pricing structures, Psira 2026 price structure is not available yet, does it mean we must use National Bargaining council pricing structure?

PLEASE USE ILLUSTRATIVE GUIDE ISSUED BY THE NATIONAL BARGAINING COUNCIL.

There being no further questions Alicia took the attendance register and adjourned the meeting.

**PLEASE KEEP AN EYE ON WWW.ETENDERS.GOV.ZA FOR UPDATES UNTIL THE
TENDER IS CLOSED**