



SOUTH AFRICAN AIRWAYS

A STAR ALLIANCE MEMBER 

RFQ GSM052/26

**REQUEST FOR QUOTATION FOR THE PROVISION OF ECONOMY CLASS
FLEECE BLANKETS FOR A PERIOD OF THREE YEARS.**

G.1 Written Quote Form

RFQ NUMBER: GSM052/2026

ISSUE DATE: 24 August 2026

CLOSING DATE: 04 September 2026@16H00

VALIDITY OF RFQ: 90 days

RFQ DOCUMENTS TO BE EMAILED TO: tenders@flysaa.com – The maximum size of documents that can be sent via the email box at once is 2MB. If your files exceed this size, please send them in parts or provide a downloadable link. Note that South African Airways will not be responsible for links that are corrupt and cannot be opened. Questions must be sent via email to OnkarabetseLeburu@flyssa.com and TracyVelbroek@flyssa.com

Vendors must submit quotations before the specified closing date and time. If the quotation is late, it will not be considered.

South African Airways requests your quotation for the goods and/or services listed on this RFQ document. Please include all requested information and submit your quote by the specified deadline. Late or incomplete submissions will invalidate the quote, and the bidder will be automatically disqualified.

SUPPLIER INFORMATION:

NAME OF VENDOR:

.....

POSTAL ADDRESS:

.....

TELEPHONE NO.:

.....

CELL NO:

.....

E MAIL ADDRESS:

.....

CONTACT PERSON:

.....

This RFQ will be evaluated according to Evaluation Methodology. Bidders must meet all Administrative, Substantive, Technical, and financial requirements to be considered among the preferred bidders to be awarded the contract.

Required Documentation to be attached.

- 1. SAA Vendor Document. Refer to Annexure 1**
- 2. SBD 4 Document. Refer to Annexure 2**
- 3. General Conditions of Contract. Refer to Annexure 3**

CONDITIONS

- All goods or services purchased will be subject to the SAA General Conditions of Contract. A copy of the said conditions is available from the local Procurement office.
- The Vendor is responsible for ensuring that SAA has a valid Original Tax Clearance Certificate. The onus, therefore, rests on the vendor to ensure SAA receives a valid Tax Clearance Certificate as soon as the certificate's validity expires. Where SAA does not have a valid Tax Clearance Certificate, an Original Tax Clearance Certificate must be submitted with this RFQ. Failure to do so may invalidate the quote submitted in terms of the RFQ.
- All purchases will be made through an official purchase order. Therefore, no goods or services must be delivered before receiving an official order/contract.
- I certify that the information supplied is correct, that I have read and understood the SAA General Conditions of Contract, and that I accept the SAA General Conditions of Contract.
- I further certify that all the required information has been furnished, and the relevant forms have been completed and are herewith submitted as part of the bid.

SIGNATURE OF VENDOR: _____

CAPACITY: _____

SAA Business Unit: Global Supply Management

1. SCOPE OF WORK AND SPECIFICATIONS

Design and brand overview

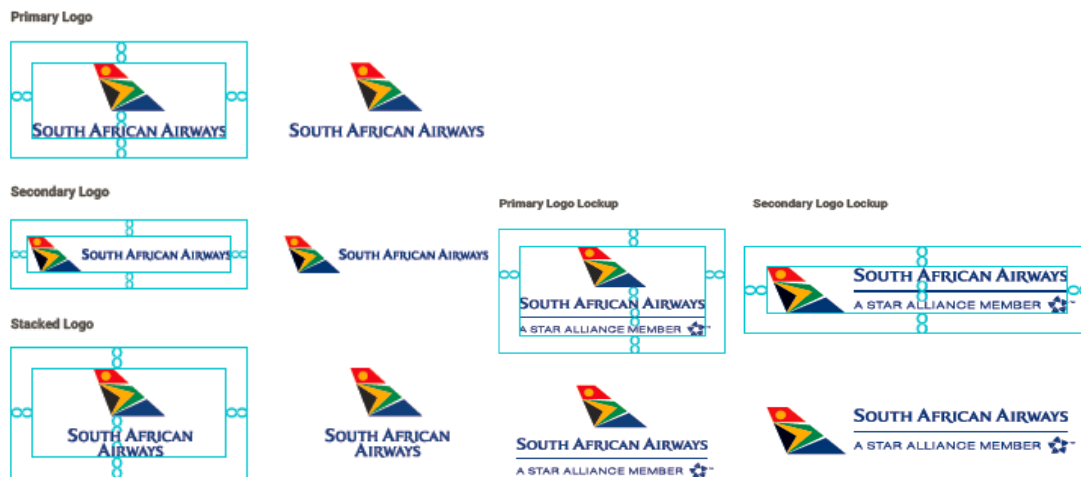
In line with SAA's vision to be Africa's World Class Airline, it is an important requirement for the airline that customers connect with the brand in a personal, relevant and memorable manner. Any product on SAA flights need not only be practical, comfortable, functional, and durable but also be industry trendy to represent the brand proudly.

The specification for the YC blankets has been the same for many years, i.e. modacrylic composition, which is of a very good quality.

The airline now wants to consider other options in line with aviation industry trends. Most airlines are offering fleece blankets, which are lighter in weight and more budget friendly.

Fleece blankets: option on different weights suitable for the aviation industry.

Masterbrand Logo: the logo should be part of the tag and printed into the blanket see page 6 and 7



Masterbrand Logo - Special Application



The tail device can be applied without the SAA wordmark on special applications.

The SAA colour palette

The SAA colours are a proud part of our look and feel. For many people this will be their first impression of SAA and what we stand for. That's why it's important to use our exact colour palette at all times, where applicable. Please note that there are various different colour palettes for SAA (see below).

Logo Colour Palette



Visual Language Colour Palette



Primary Colours - the tail device predominantly has these two versions of blues.

Secondary Colour - the colour yellow is used as an accent colour on the layout.

SAA is a member of the Star Alliance:

SAA is a proud member of the Star Alliance network, the largest Global Branded Alliance on earth was established in 1997 as the first truly global alliance to offer customers worldwide reach and a smooth travel experience.

A. General requirements:

- Environmental and technical accreditations
 - o The manufacturing facility where the products are made to have the appropriate ISO certifications
 - o Sustainability: bidder to advise on recycling or any other important information which can support sustainability and environmental agenda.
- The blankets have to be able to be washed a minimum of 10 times

B. Fleece blanket specification:

The blanket which has been used to date has the following specifications:

SA1211A	Economy Class blankets
WEIGHT per sqm:	option of 150 gr and option of 200 Grams
	SIZE: 130 x 180 cm
YARNS:	fleece
FINISH	Blanket hemmed on 4 sides, or overlocked, washing instructions tag to be attached. Anti-static and anti pilling. Blanket to have SAA branding in big either side of blanket, washable for at least 10 times

Design and colour: Design can be proposed by the bidder.
Colour can be options: a dark brown colour
or
A blue colour according to the colour palette.
Please give options.

The colour of the seats and cabin look is as follows:



Colour can be the dark brown leather as per the leather headrest or can be the royal blue as per the detail on the headrest



SAA logo to be placed as per sample attached so it is clear fleece blanket is the property of SAA



BACK



FRONT



C. Volumes

Item	Quantities per box	Estimated Quantity
YC Blankets	40	90 000

SAA, in the near future may be introducing a new cabin in its fleet where a better quality and type of blanket will need to be introduced.

Ordering of Stock

- ◆ The ordering of the annual estimated quantities indicated above is driven by the usage rate. A rolling schedule based on usage rate is therefore used for the ordering of stock, which may vary from month to month with the scale of operations.
- ◆ The supplier is required to keep minimum buffer stock of the lesser of 15% or 4wks of the annual forecasted qty.

PACKING AND MARKING OF PACKAGING

The blankets shall be:

- ◆ Delivered in a commercially dry condition
- ◆ So packed that they will not be damaged in transit or in storage
- ◆ Unless otherwise specified in the order or contract, the goods shall be acceptably packed in units of 40 units per box, with a total quantity of 90,000 units over the three (3)-year contract duration and then packed for transportation in bulk containers.

Delivery and Price

- ◆ The price per item must be DDP Johannesburg SAA Warehouse
- ◆ All prices are inclusive of all packaging and transport cost
- ◆ The supplier must indicate the rotation of each item
- ◆ Stock must be delivered on treated 4-way entry pallets dimensions 1.2m x 1.0m.
- ◆ (As per the Government Gazette 5 March 2004 notice 319 of 2004... as amended.)
- ◆ Products need to be packed properly so as to reach SAA warehouse in a condition that is free from defects and allows for storage in SAA stores
- ◆ Each pallet shall be strengthened on all four corners to ensure safe transportation of products
- ◆ Products Case Packing details (label on top and side of the case) with below info:
 - SAA Code (consists of SA & 4 digit to be advised on award)
 - Description of the content
 - Case qty
 - PO number

Note: The contract duration will be three years.

2. EVALUATION METHODOLOGY

Administrative Responsiveness	Substantive Responsiveness	Technical Functionality Evaluation	Evaluation of Price and Specific Goals	Business Award and conclusion of contract
Step 1	Step 2	Step 3	Step 4	Step 5
Evaluation of returnable documents per tender requirements	Evaluation of Mandatory (Substantive) Returnable Documents i.e 100% compliance with tender specification with supporting documents; and - Submission of a bidder's proposed commission on any lease secured for or on behalf of South African Airways..	The minimum threshold for technical functionality is 70%. Bidders must meet this minimum requirement to proceed to the next stage of evaluation.	Price (80) & Specific Goals (20)	Post-tender negotiations (if applicable) are held at this stage before the LOA is issued to the preferred supplier.

Note: The evaluation of the various stages will generally occur sequentially. However, to speed up the process, South African Airways may choose to conduct different steps of the evaluation in parallel. In such cases, evaluating bidders at any stage should not be taken as an indication that they have passed previous stages.

2.1 EVALUATION PROCESS

2.1.1 COMPLIANCE WITH MINIMUM REQUIREMENTS

All quotations duly lodged will be examined to determine compliance with bidding requirements and conditions. Quotations with apparent deviations from the requirements/conditions will be eliminated from further adjudication.

2.1.2 Evaluation OF QUOTATION

The contract shall be awarded at SAA's sole and absolute discretion. SAA hereby states that it is not compelled to award this quotation to any bidder. SAA has the right to withdraw this quotation at any time from the date of issuance. SAA is not obligated to accept the lowest quotation, offer, or proposal.

SAA shall not be required to accept the lowest quotation, offer, or proposal.

All quotations will be evaluated according to the criteria, weightings, and threshold scores as indicated in 3.2 below:

2.2 ADMINISTRATIVE AND SUBSTANTIVE EVALUATION

The criteria and weights referred to in paragraph 3.1 above are as follows:

2.2.1 ADMINISTRATIVE REQUIREMENTS

This evaluation stage will confirm whether all Returnable Documents [where applicable] were completed and returned by the closing date and time. At this evaluation stage, SAA will also verify if the Bid document has been duly signed by the authorised respondent, and the validity of all returnable documents will be verified.

2.2.2 SUBSTANTIVE REQUIREMENTS

This evaluation stage will confirm if the following requirements have been met:

- Submission of a fully priced pricing schedule, with all line items priced.

Mandatory Returnable Documents – Phase 1

Bidders must fully comply (100% compliance) with the statements of compliance below by selecting either “Yes” or “No” and providing supporting evidence to qualify their statements. Failure to do so will result in bid disqualification. Bidders should also note that if they select “No,” South African Airways will interpret the bidder as non-compliant, leading to bid disqualification.

NO	DESCRIPTION	BIDDERS TO INDICATE COMPLIANCE YES/NO
1	The bidding entity must submit a letter on its official company letterhead confirming its commitment to deliver the stock on a Delivered Duty Paid (DDP) basis to the SAA Warehouse at OR Tambo International Airport within twenty-one (21) to forty (40) working days from the date of receipt of the Letter of Award and/or Purchase Order. (The confirmation must be duly signed by an authorized representative of the bidding entity).	
2	Bidders must submit a valid Manufacturing Quality Assurance Certificate (e.g., ISO 9001 or SABS certification). (Valid supporting documentation must be included with the bid submission).	
3	Bidders must submit a valid Material Safety Data Sheet (MSDS). (Valid supporting documentation must be included with the bid submission).	

All bidders who do not submit all the required returnable documents (Critical Criteria) will be disqualified from further evaluation.

Phase 2- Functional evaluation Criteria

Threshold: The minimum qualifying score for Functionality is 70%. All tenders that do not comply with all the Mandatory Requirements for Functionality and that fail to achieve the minimum

qualifying score of 70% on Functionality shall not be considered for further evaluation against phase 3 Pricing and Specific goals.

NO	Description	Score/weight
1	Relevant Experience: Bidders must provide evidence of experience in the manufacturing of blanket items as per the specification. A minimum of two (2) examples should be given of similar previous work completed. Scoring: • Bidder has provided two (2) or more examples of similar previous work, supported by evidence = 40% • Bidder has provided one (1) example of similar previous work, supported by evidence = 20% • Bidder has not provided evidence of similar previous work = 0% (Bidders to provide a portfolio of evidence detailing similar previous work).	40%
2	Reference Letters The bidder must provide contactable reference letters on the client's official company letterhead for similar work of equivalent volume and scope completed within the past three (3) years. Each reference letter must contain the following information: •Client/Company Name •Description of items supplied •project volume •Contact Person •Telephone Number •Email Address •Confirmation of the bidder's lead time performance •Confirmation of satisfactory service delivery Scoring: •Three (3) or more compliant reference letters provided = 30% •Two (2) compliant reference letters provided = 20% •One (1) compliant reference letter provided = 10% •No compliant reference letters provided = 0% (Reference letters must be on the client's official company letterhead, signed by an authorized representative, and contain all the information specified above).	30%
3	Product and Design: Material Specification, Dimensions and Weight: Vendor to supply a material composition document. •Bidder supplied a <i>blankets material composition document</i> = 30% •Bidder did not supply a <i>blankets material composition document</i> = 0% (Vendor to submit a material composition document)	30%
Threshold		70
Total		100

Due Diligence Requirements

As part of the due diligence process, shortlisted bidders will be required to submit product samples. The purpose of the assessment is to verify that the proposed products comply with the specifications, quality standards, and operational requirements of the airline before contract award.

Site Visits will be conducted to all the shortlisted bidders to inspect warehouse facilities.

Threshold: The minimum qualifying score for the non-mandatory requirement is 70 points. Tenderers that fail to achieve the minimum qualifying score of 70 points on Non-Mandatory Functionality shall not be considered for further evaluation against Price and BBEE (Specific Goal).

3. Phase 2 – Pricing and Specific Goals assessment

All bid submissions that meet the Administrative, Substantive (Mandatory), and have confirmed their commitment to SAA's Pricing structure will be further evaluated under Specific Goals (20 points) to determine if they meet the preferential procurement objectives outlined for this tender.

4. Preference Point System

All tenders that comply with the mandatory requirements will be evaluated further in terms of the applicable preference point system as follows:

These specific goals have been set as follows:

Price	80
Specific goal	20
BBEE Level (1 or 2) = 10. •A company ("bidder") that is 51% or more black owned = 5; and •A bidder who is 50% & more black women owned = 5	
Total	100 points

5. STANDARD CONDITIONS FOR REQUEST FOR QUOTATION

Conditions:

5.1 All prices provided must be exclusive of Value Added Tax (VAT).

5.2 All goods/services purchased will be subject to the SAA Conditions of Contract and Order, which are available upon request.

5.3 All prices submitted must be firm. "Firm" prices are deemed fixed and are only subject to the following statutory changes: VAT.

5.4 Service, pricing, and availability will be taken into consideration.

5.5 Pricing should be given based on an individual component that would make up the solution, based on technical requirements.

THE FOLLOWING MUST ACCOMPANY YOUR QUOTE

- ☐ SAA Vendor application and supporting documents. Refer to Annexure 1.
- ☐ SBD 4 Document. Refer to Annexure 2.

☐ General Conditions of Contract. Refer to Annexure 3

IF NOT QUOTING, INDICATE SO AND RETURN EMAIL TO THE RELEVANT PROCUREMENT OFFICIAL