



GAUTENG PROVINCE
COMMUNITY SAFETY
REPUBLIC OF SOUTH AFRICA

25 Pixley Seme Street, Johannesburg 2001, South Africa Tel: +27 11 689 3600 Fax: +27 11 689 3650

COMPULSORY BRIEFING SESSION DETAILS

A COMPULSORY BRIEFING SESSION HELD AT THE GAUTENG DEPARTMENT OF COMMUNITY SAFETY HEAD OFFICE, 25 PIXLEY SEME STREET, JOHANNESBURG

1. Opening Remarks

Supply Chain Management declared the meeting open and welcomed all the bidders in attendance. Provided background that the department wasn't to lease two (2) helicopters, each with a minimum monthly allocation of sixty (60) flight hours for the duration of the thirty-six (36) month contract period.

2. Purpose of the Probity Auditors

Supply Chain Management Official explained that open tender process aims to increase transparency, public accountability and integrity in the public procurement process by providing for the publication of procurement plans, quality assurance of the procurement process through the introduction of probity auditors, publication of tender status and adjudication in public for tenders above R2million.

3. Attendance

The following members were present:

Supply Chain Management Officials, Traffic Management, GDCS Communication Services, Gauteng Provincial Treasury, Department of Trade Industry and Competition, Probity Auditors from A2A Kopano Incorporated.

4. Apologies

No apologies.

5. Attendance Register

All bidders and officials were required to sign the compulsory briefing session attendance register.

6. Tender Details:

RFP Description: Leasing of two (2) Helicopter Services to Gauteng Department of Community Safety for a period of thirty-six (36) months

RFP Number: GT/GDCS/003/2026

Customer Department: Gauteng Department of Community Safety

6.1. Compulsory Briefing Session Details:

Advert Date: 30 January 2026

Briefing Session Date: 05 February 2026

Briefing Session Time: 11:30 - 14:15

Closing Date: 20 February 2026

Briefing Session Address: Gauteng Department of Community Safety Head Office, 25 Pixley Seme Street, Johannesburg - Auditorium

7. Presentation by Supply Chain Management

Bidders were taken through tender administration process:

- Supplier MUST be registered on CSD in order to tender, registration to National Central Supplier database – www.csd.gov.za
- Supplier development workshops is conducted on every Wednesday - GPT from 10:00 to 13:00.
- 124 Main Street, Marshalltown (Boardroom TF 13 on the 10th Floor)
- Ivy.machaba@gauteng.gov.za / Thandiwe.Zungu@gauteng.gov.za / Lana.Willet@gauteng.gov.za
- To obtain GPT Supplier number bidders must contact GPT call centre on **0860 011 000** for any assistance with registration.

Tenders can be obtained on the following ways:

- Downloading from website <http://www.gauteng.gov.za/Pages/Home.aspx> or for National e-Tenders portal <http://www.etenders.gov.za> for free
- Request to e-mail the document using e-mail address tender.admin@gauteng.gov.za for free
- All communication after this briefing session, before the closing date and time, must be directed to regarding bidding procedure may be directed to: Thebe.Mereothhe@gauteng.gov.za or Cindy.Mabulu@gauteng.gov.za any enquiries regarding technical information may be directed to: Thabo.Khoali@gauteng.gov.za and Nhlamulo.Baloyi@gauteng.gov.za

- Tenders must be packed separately, but placed in one envelope and containing the following information:
- **Tender No, Closing Date, Company Name**
- **On or before closing day the tenders must be submitted in the tender box Gauteng Department of Community Safety, 25 Pixley ka Isaka Seme Street, Marshalltown, Johannesburg.**
- **No late bids (after the closing time at 11:00) will be accepted.**
- **The GDCS Tender Box is generally open 7am - 7pm, 7 days a week.**
- **Bids / tenders submitted by fax will not be accepted.**
- **On the closing day all the watches in Tender Admin are synchronised with the Telkom time (1026).**
- **Tenders received will be published on website after 10 days of opening <http://e-tenders0T.gauteng.gov.za/pages/awarded-open-tenders.aspx>**
- **The tender was advertised on the National Treasury Portal www.e-tenders.gov.za and e-tenders0T.gauteng.gov.za**
- **All required information must be completed and signed (failure to do so may result in your Bid being disqualified):**

7.1 Presentation by Supply Chain Management

Bidders were taken through evaluation methodology:

- **Refer to Section 1 of the Standard Bidding Document, (Pages 33 of 66 to 43 of 66).**

Bid Proposals will be evaluated in terms of the Preferential Procurement Policy Framework Act (PPPFA) (Act 5 of 2000), the Preferential Procurement Regulations (PPR) of 2022, and the GDCS Supply Chain Management Policy.

Stage One (1) of the evaluation, will comprise of:

- **Stage 1A:** Administrative Compliance
- **Stage 1B:** Functionality (Desktop) Evaluation
- **Stage 1C:** Site Visit Evaluation

Either the 80/20 or 90/10 preference point system will be applicable in this tender. The lowest acceptable tender will be used to determine the accurate system once tenders are received.

NB! Refer to **Terms of Reference** in the published **Standard Bidding Documents**.

7.2 Presentation by Department of Trade Industry and Competition (DTIC) on the National Industrial Participation Programme

- **Refer to Section 1 of the Standard Bidding Document and National Industrial Participation Programme Presentation, (Pages 16 of 66 to 18 of 66).**
 - In order to ensure effective implementation of the programme, successful bidders (contractors) are required to, immediately after the award of a contract that is in excess of R10 million (ten million Rands), submit details of such a contract to the DTI for reporting purposes.

7.3 Presentation by Gauteng Provincial Treasury (GPT) on the Integrity Pact for Businesses.

- **Refer to Section 1 of the Standard Bidding Document, (Pages 46 of 66 to 52 of 66).**

The Gauteng Provincial Treasury (GPT) presented the Integrity Pact as a mandatory agreement forming part of the tender process for the Gauteng Provincial Government (GPG). Further explained its main purpose is to prevent corruption and ensure transparent, fair, and ethical business dealings between the GPG and bidders throughout the contracting process.

- **Objectives:** Ensure the GPG secures contracts through transparent processes, and assure bidders of a corruption-free environment.
- **Governance & Compliance:** Both parties must adhere to all relevant laws, regulations on competition, anti-corruption, environmental, and safety standards.
- **Confidentiality & Reputation:** Parties must protect confidential information and maintain reputations for integrity and ethical conduct.
- **GPG Values:** Emphasizes core and ethical values such as integrity, accountability, transparency, and respect.
- **GPG Commitments:** Officials will not accept bribes or show favoritism; violations are to be reported via established hotlines and investigated with possible disciplinary and legal action.
- **Bidder Commitments:** Bidders agree not to offer bribes, collude, or engage in unfair practices, and must disclose payments to agents or intermediaries. Subcontractors must also adopt the pact.
- **Sanctions:** Breaches result in administrative, legal, and contractual penalties, including contract termination and reporting to authorities.
- **Conflict of Interest:** Any conflicts must be declared; financial dealings between bidders and officials are prohibited.

- **Validity:** The pact covers the entire tender and contract period; if any part is invalid, the remainder remains in force.

Note! The pact must be signed by the bidder's CEO or authorized representative as part of the tender submission. Failure to sign results in disqualification.

7.4 Presentation by Gauteng Department of Community Safety (GDCS) – Communication Services

- **Refer to Section 1 of the Standard Bidding Document, (Pages 28 of 66 to 29 of 66).**
 - Service provider to design, manufacture, and apply helicopter branding according to Gauteng Provincial Government corporate identity and Department guidelines.
 - Branding must use aviation-grade, durable, and weather-resistant materials; surfaces must be properly prepared and inspected.
 - Compliance with SACAA regulations and safety standards is required; branding must not block safety markings, registration numbers, sensors, or panels.
 - 36-month warranty and proof of material compliance/certificate of conformance must be provided.
 - Branding elements specified: front logo (min. 400 mm), side logos (min. 700 mm), GTP blue and reflective yellow colours, reflective stripes (100–150 mm wide), tail boom wrap in GTP blue, unobstructed registration markings (50 mm clearance), UV-resistant and durable materials, smooth finish with protective coat.
 - Verification: digital mock-up submitted for approval, photographic evidence required, joint inspection with Department, post-application report and warranty certificate to be provided.

7.5 Presentation by Traffic Management

- **Refer to Section 1 of the Standard Bidding Document, (Pages 26 of 66 to 28 of 66).**

Detailed Scope Requirement (Helicopters Specification & Law Enforcement Thermal Imaging Camera Specification)

- **Operational Features:** Must include a sliding door usable in flight for visibility and identification, forward-facing seats for crew situational awareness, and a flat floor to prevent tripping and facilitate rapid exit as well as easy cargo handling. Rear seats should be foldable or removable to enable stretcher loading in emergencies.
- **Performance Requirements:** The helicopter should have a minimum cruise speed of 130 knots (240 km/h), a minimum climb rate of 1,350 ft/min, a minimum range of 624 km (without reserve), and be capable of hovering in ground effect at 10,000 ft.

- **Capacity and Payload:** Accommodates six people (one pilot and five passengers), with a minimum fuel capacity of 450 litres, a maximum take-off weight between 2,000 and 3,000 kg, and the ability to carry an external load of at least 1,200 kg.
- **Dimensions:** The helicopter must have a minimum overall length of 12.61 m, a fuselage length of 10.17 m, a main rotor diameter of 10.67 m, and a tail rotor diameter of 1.65 m.

8 Compulsory Briefing Session (Questions, Answers and Resolutions)

- **Question:** The bidders requested clarification regarding the submission location for the tender documents.
- **Answer:** The tender box is located at the entrance of the Department of Community Safety 25 Pixley ka Isaka Seme Street, Marshalltown, Johannesburg, Bids / tenders must be deposited in the Tender Box, the Tender Box is open 7am - 7pm, 7 days a week.

- **Question:** The bidders asked when the site visit will be conducted, and whether the site visit indicates that the bidder is the winning bidder.
- **Answer:** An evaluation of the site visit is carried out only after the bidder has successfully complied with Stage 1A: Administrative Compliance and Stage 1B: Functionality (Desktop) Evaluation. Upon successfully passing the Site Visit, the bidder then becomes eligible for Stage 2: Price and Preference Points System.

- **Question:** The bidders noted that the detailed scope of requirements states that the helicopters must be six-seaters—one pilot plus five passengers comprising GDCS officials and traffic wardens. They requested confirmation on whether the five-passenger requirement includes the camera operator for the one helicopter.
- **Answer:** Supply Chain Management advised that the bidder should send an email for the Head of Traffic Management to respond.

- **Question:** Capacity and Payload: External Load with a minimum of 1200 kg - Please advise if one or both helicopters are required to be fitted with a cargo hook? What is the purpose of the Cargo?
- **Answer:** Supply Chain Management advised that the bidder should send an email for the Head of Traffic Management to respond.

- **Question:** The bidders requested confirmation on whether daily pilot availability applies to both aircraft, and whether only one helicopter is required for night operations. They further sought clarity on whether five pilots are required per helicopter, which would result in a total of ten pilots.

- **Answer:** Supply Chain Management advised that the bidder should send an email for the Head of Traffic Management to respond.
- **Question: Administrative Compliance Evaluation:-** Helicopter Operational Authorization: Submit a copy of a valid letter from SACAA indicating that the helicopter operation will be able to operate 24 hours per day and 7 days per week.

The bidder explained that the operators are approved for operations through their AOC and Operations Specification. Specific types of operations are further detailed in the Operations Manuals. The SACAA are not likely to issue a letter to state an operator will be able to operate 24 hours per day and 7 days per week as these conditions are already approved through the AOC and Operations Specification as applicable.

The bidder requested confirmation on whether a tenderer may submit a valid SACAA approved Operations Specification together with the relevant Operations Manual extract, as well as a confirmation letter from the Operator indicating that operations will be available 24 hours a day, seven days a week.

- **Answer:** Supply Chain Management advised that the bidder should send an email for the Head of Traffic Management to respond.
- **Question:** The bidders have requested clarification regarding the timeline for helicopters branding while the evaluation process remains underway.
- **Answer:** The two helicopters must be fully branded with the Gauteng Department of Community Safety Traffic Management unit colours within 30 days after the signing of the Service Level Agreement (SLA).
- **Question:** The bidders requested clarification regarding the age requirements for the helicopter in this project.
- **Answer:** The helicopter must be certified for flight and meet safety standards, ensuring it is capable of safely carrying out the required operations.
- **Question:** The bidders requested clarity regarding as to how many Traffic Wardens will be placed on the shifts.
- **Answer:** The number of Traffic Wardens to be deployed will be communicated to the successful bidder upon conclusion of the Service Level Agreement.

- **Question:** The bidders requested clarification on how the dimensions impact operational activities.
- **Answer:** Supply Chain Management advised that the bidder should send an email for the Head of Traffic Management to respond.

- **Question:** The bidders requested clarification on whether they are allowed on the operational features modify the flat floor.
- **Answer:** Bidders are not allowed to modify the flat floor under Operational Features, as doing so would constitute a deviation from the tender specifications.

- **Question:** Which make is preferred for Thermal Camera?
- **Answer:** Supply Chain Management advised that the bidder should send an email for the Head of Traffic Management to respond.

9. Resolutions:

- Supply Chain Management unit requested bidders to send all questions via email for the Head of Traffic Management to respond.
- Department will e-mail the compulsory briefing session attendance register and briefing session minutes to all bidders who attended the briefing session, will comply with all privacy laws (including the Protection of Personal Information) by not publishing the contacts, signatures and e-mail address of the bidders.
- To obtain GPT Supplier number bidders must contact GPT call centre on **0860 011 000** for any assistance with registration or email Ivy.machaba@gauteng.gov.za / Thandiwe.Zungu@gauteng.gov.za. / Lana.Willet@gauteng.gov.za.

Note!

- Bidders must complete and sign a Compulsory Briefing Declaration of Attendance (SCM 03) stamped by Gauteng Provincial Treasury and signed by Gauteng Department of Community Safety.
- All required information must be completed and signed (failure to do so may result in your Bid being disqualified).
- Bidders who did not attend a compulsory briefing session at Gauteng Department of Community Safety Head Office, 25 Pixley Seme Street, Johannesburg will be disqualified.

10. Adjournment

- Supply Chain Management issued a Compulsory Briefing Session Certificates (SCM 03) stamped by Gauteng Provincial Treasury and signed by Gauteng Department of Community Safety – SCM Official to all the bidders present.
- Supply Chain Management thanked all bidders present and adjourned the meeting at **14:15**.