

Title	Request for Quotation: Load Testing and certification, Diagnostics of 2 Cherry Pickers
PROPOSAL	SAAT/REP/0004
Validity Period	90 days
PROPOSAL Open	23 September 2026
PROPOSAL Closes	28 September 2026
SAAT Business Unit	Non-Aircraft Fleet
E-Mail	Khomotsomokoena@flysaa.com

SAAT requests your quotation.

1. **Load testing and certification of two (2) Cherry Pickers.**
2. **Comprehensive diagnostic assessment of two (20) Cherry Pickers.**

Please furnish all information as requested and return your quote on/before the date stipulated. Late and incomplete submissions may invalidate the quote submitted.

NAME OF VENDOR:

POSTAL ADDRESS:

TELEPHONE NO.:

CELL NO:

E MAIL ADDRESS:

CONTACT PERSON:

This PROPOSAL (Request for Quotation) will be evaluated on Critical, Functional and Pricing and BBBEE criteria as per paragraph 2.

1. REQUIRED DOCUMENTATION TO BE ATTACHED

- a) SARS Tax Clearance Certificate (or proof of application for same where applicable)
Please note new National Treasury instruction for national and international Service Providers' compliance:

<http://www.treasury.gov.za/legislation/pfma/TreasuryInstruction/Treasury%20Instruction%203%20of%202014%202015%20on%20Tax%20Clearance%20Certificates.pdf>

- b) Tax Clearance Certificate
- c) Valid BBB-EE – Certificate
- d) SBD1 – Invitation to Bid
- e) SBD 4 – Declaration of Interest
- f) CIPC Document

2. CONDITIONS

- The final terms and conditions are subject to negotiations and issuance of an offer to purchase to the successful Service Provider.
- Final payment terms will be negotiated with the successful Service Provider before awarding the PROPOSAL.
- The Service Provider shall provide its best price in the PROPOSAL. This price will be considered together with all other relevant criteria in the quote. The validity period of the quote will be 90 Days.
- The PROPOSAL shall be awarded, whether in whole or in part, at the sole and absolute discretion of SAAT. SAAT hereby represents that it is not obliged to award this PROPOSAL to any Service Provider. SAAT is entitled to retract this PROPOSAL at any time as from the date of issue. SAAT is not obliged to award this PROPOSAL to the Service Provider that quotes the best price. In the event, that SAAT does make an award and should the successful Service Provider then fail to honor its quote, such Service Provider shall be liable to SAAT for any damages SAAT may incur as, a result of such breach.
- The Service Provider shall be disqualified from quoting if any attempt is made either directly to solicit and/ or canvass any information from any employee or agent of SAAT regarding this PROPOSAL from the date the offer is submitted until the date of award of the PROPOSAL.
- SAAT will adjust any arithmetical errors found in the Quotation and shall advise the Service Provider accordingly.
- Quotations and any information contained within will be treated as confidential and will not be disclosed to any third party - including other Service Providers.

The successful Service Provider shall:

- Provide services in accordance with the scope of services, at the negotiated prices and in accordance with the agreed timeline;
- Enter into a non-exclusive agreement when requested to do so by SAAT within the stipulated period;

- Be liable for all additional expenses incurred by SAAT in having to call for PROPOSAL's afresh and/ or accepting any less favorable Quote in the event that the Service Provider fails to enter into an agreement with SAAT timeously.
- The PROPOSAL will be evaluated in line with the "Preferential Procurement Policy Framework Act Regulations of 2017"

The following preference point systems are applicable to all PROPOSALS:

- the 80/20 system for requirements with a Rand value of up to R4 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R4 000 000 (all applicable taxes included).

Preference points for this PROPOSAL shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution

BACKGROUND

SAAT requires the services of a suitably qualified and competent service provider to conduct the following:

1. load testing and certification of two (2) Cherry Pickers. – This is to ensure that all four operating scissor lifts are fully compliant with applicable occupational health and safety requirements and are safe for continued operation.

2. Comprehensive diagnostic assessment of two (2) Cherry Pickers, - The purpose of this assessment is to establish the operational condition of each scissor lift, identify defects or potential safety concerns, and determine the repairs or maintenance required to restore the equipment to safe and reliable operating condition.

SCOPE OF WORK

The appointed service provider will be required to perform the following:

1. **Load testing and certification of two (2) Cherry pickers.**
 - **Inspection and Assessment**
 - Conduct a comprehensive inspection of all four (4) scissor lifts.

- Assess the general condition and operational safety of each lift.
- Identify any defects or conditions that may affect safe operation and compliance.
- **Load Testing**
 - Perform load testing on each of the four (4) scissor lifts in accordance with applicable regulations, standards, and manufacturer requirements.
 - Verify that each lift can safely operate at its rated capacity.
 - Use suitable, calibrated testing equipment where applicable.
- **Certification and Compliance**
 - Issue valid load testing and certification documentation for each scissor lift that successfully meets the applicable requirements.
 - Identify any scissor lift that does not meet the required safety or compliance standards.
 - Provide recommendations for corrective actions where deficiencies are identified.
 - Reporting
 - Submit a detailed inspection and load testing report for each scissor lift.
 - Provide copies of relevant certificates, test results, and inspection records.
 - Clearly indicate the compliance status of each lift.
 -

2. Comprehensive diagnostic assessment of two (2) Cherry Pickers,

The diagnostic assessment must include, at a minimum:

- Visual and functional inspection of each unit.
- Inspection of the chassis, platform, guardrails, access gates, structural components and welds for damage, deformation, corrosion or fatigue.
- Inspection and testing of hydraulic systems, including cylinders, pumps, hoses, fittings, valves, seals and fluid condition.
- Inspection and testing of electrical systems, wiring, batteries, chargers, controls, sensors, switches and connectors.
- Testing of steering, braking, drive and lifting mechanisms.
- Testing of emergency-stop devices, emergency-lowering systems, alarms, interlocks, limit switches, tilt sensors and other safety devices.
- Inspection of tyres, wheels, axles, pins, bushes and related components.
- Identification of fluid leaks, abnormal noise, vibration, overheating and operational instability.

- Verification of equipment identification details, including make, model, serial number, asset number, operating hours and rated capacity.
- Review of available maintenance and repair records.
- Identification of missing, damaged or illegible safety labels, operating instructions and load-capacity markings.
- Functional testing under safe and controlled conditions.
- Identification of defects that render a unit unsafe for operation.
- Assessment against applicable manufacturer requirements, recognised industry standards and relevant South African occupational health and safety requirements.

Where a functional or load test cannot be safely performed, the service provider must explain the reason and identify the further work required before testing can proceed. **No repair work may be performed during the diagnostic phase without prior written authorisation from SAA Technical.**

Required diagnostic report.

The service provider must submit an individual report for each scissor lift and a consolidated fleet report. Each individual report must include:

1. Equipment identification and operating-hour details.
2. Inspection checklist showing every component assessed.
3. All defects and safety concerns identified.
4. Clear photographs of each material defect.
5. Defect classification:
 - **Critical**—equipment must be immediately isolated or prohibited from use.
 - **Major**—repair required before continued or unrestricted operation.
 - **Minor**—repair or maintenance required but does not present an immediate safety risk.
 - **Advisory**—preventive maintenance or future corrective action recommended.
6. Probable cause of each defect, where reasonably determinable. **This is important to enable SAAT to put the necessary usage controls in place, as I understand this to be one of the key issues resulting in constant breakages.**

7. Recommended corrective action for each defect.
8. Detailed list of parts, materials and labour required.
9. Estimated labour hours and repair lead time.
10. Identification of parts requiring OEM approval or specialist repair.
11. Confirmation of whether the unit is:
 - Safe and serviceable;
 - Safe subject to specified restrictions;
 - Repairable but unsafe for operation until repaired; or
 - Uneconomical or technically unsuitable to repair.
12. Pricing for repair estimate, separately showing:
 - Parts;
 - Labour;
 - Testing and certification;
 - Transport or call-out charges;
 - VAT; and
 - Any other costs.
13. Recommended preventive-maintenance requirements and inspection frequency.
14. Name, qualifications and signature of the technician who performed the assessment.

The consolidated report must prioritise the 2 units according to safety risk, operational importance, repair urgency, estimated repair cost and recommended repair sequence.

Important commercial considerations (I have not reviewed the RFQ in full, but I am highlighting considerations that I would expect to be covered)

The RFQ should also require bidders to provide:

- A fixed diagnostic fee per scissor lift and a total fixed price for all 2 units.
- Evidence of relevant scissor-lift experience and OEM capability or authorisation, where applicable.
- Qualifications and competency records of the technicians.

- Proof of public liability insurance and workers' compensation registration.
- Proposed completion timeframe.
- Report delivery deadline.
- Confirmation that the diagnostic quotation is separate from any subsequent repair quotation.
- A validity period for both the diagnostic pricing and any budgetary repair estimates.

The RFQ should make it clear that appointment for the diagnostic assessment does not automatically give the service provider the right to undertake the repairs. This protects SAAT's procurement process and enables the diagnostic report to form the basis of a properly specified and competitively priced repair RFQ.

- Conduct a comprehensive diagnostic assessment of all 2 Cherry Pickers.
- Inspect the mechanical, hydraulic, electrical, and structural components.
- Assess the condition and functionality of safety systems and operating controls.
- Identify any defects, faults, wear, or potential safety risks.
- Conduct functional testing in accordance with applicable manufacturer requirements and safety standard

Critical Criteria - Load Testing

Bidder to comply with the following critical criteria Requirements. Failure to meet the following Criteria will lead to disqualification.

Provide Proof of company's relevant accreditation, registration, or authorisation, where applicable.	
Qualifications and competency details Provide proof of qualifications of at least one personnel who will be conducting the testing	
Valid certificates for testing equipment, where applicable. Service Provider to provide proof that the testing equipment used for diagnosis is in a serviceable condition.	

Critical Criteria - Comprehensive diagnostic assessment of two (2) Cherry Pickers,

Provide Proof of company's relevant accreditation, registration, or authorisation, where applicable.	
Technical Capability and Qualifications and Competency details of personnel performing the diagnosis Provide proof of qualifications of at least one personnel who will be conducting the diagnosis	
Valid certificates for testing equipment, where applicable. Service provide must provide the relevant certificates that prove that they are qualified to do the work.	
Diagnostic Methodology The methodology must demonstrate how the tenderer will inspect, test and assess the mechanical, hydraulic, electrical, structural and safety systems of each scissor lift.	

PHASE 3: Price and BBBEE Evaluation

PRICE	80
Specific Goals	20
TOTAL	100

PHASE 3: PRICE AND PREFERENTIAL PROCUREMENT POINTS		ALLOCATION OF POINTS
PRICE		80
SPECIFIC GOAL 1.	ACHIEVEMENT LEVEL	POINTS
Persons historically disadvantaged	100% Black ownership	10
	75% - 99% Black ownership	8
	60% - 74% Black ownership	6

on the basis of race	50% - 51% Black ownership	3
	Below 50% Black ownership	0
Total points		10
SPECIFIC GOAL 2.	ACHIEVEMENT LEVEL	POINTS
Persons historically disadvantaged based on disability	100 % owned by persons living with disabilities	5
	75% - 99 % owned by persons living with disabilities	3
	60% - 74% owned by persons living with disabilities	2
	51% - 59% owned by persons living with disabilities	1
	Below 50 % owned by persons living with disabilities	0
Total points		5
SPECIFIC GOAL 3.	ACHIEVEMENT LEVEL	POINTS
Persons historically disadvantaged based on gender	100% Woman ownership	5
	99% - 75% Woman ownership	3
	74 % - 60% Woman ownership	2
	50 % - 51% Woman ownership	1
	Below 50 % Woman ownership	0

Total points	5
GRAND TOTAL - PRICE & PREFERENCIAL PROCUREMENT POINTS	100 points

PRICING

Pricing must be clear, transparent, and aligned with the scope of work. – **Annexure A**

3. SUBMISSION OF PROPOSAL

The proposal pricing and required documents must be clearly addressed via e-mail to: khomotsomokoena@flysaa.com , not later than, Monday, 28 September 2026 at 16H00. (GMT + 2 hours)

All the questions should be forwarded to the Project Manager not later than 25 September 2026 at the following address: mmapitsokhoetha@flysaa.com.

4. GENERAL TERMS AND CONDITIONS PROPOSAL

a. Indemnify SAAT

SAAT shall not be responsible for payment of wages and or any other emoluments to the staff/workers of the Service Provider so deployed and it shall be the sole responsibility of the Service Provider to make payment to the said staff/workers in time and the Service Provider shall at all-time keep SAAT indemnified against any claim from its staff/workers in this regard. The Service Provider shall indemnify SAAT to make good any claim/penalty/loss or damages including costs thereof in respect of any breach or violation on any of the provisions of any law including labour laws governing the Service Provider's employees or contractors. In case of failure to make good above losses/expenses to SAAT, the same shall be claimed from the Service Provider.

b. Arbitration Clause

Any dispute which arises between the Service Provider and SAAT shall be negotiated with each other in good faith and shall use commercially reasonable endeavours to resolve such dispute within 15 (fifteen) business days of the dispute being declared. Should the Service

Provider and SAAT be unable to resolve a dispute in accordance with the foregoing, any one of the parties may refer the matter to arbitration.

The arbitration will be held as an expedited arbitration in Johannesburg in accordance with the AFSA Rules for Expedited Arbitrations by 1 (one) arbitrator appointed by written agreement between the parties, including any appeal against the arbitrator's decision. If the parties cannot agree on the arbitrator or appeal arbitrators within a period of 10 (ten) business days after the referral of the dispute to arbitration, the arbitrator and appeal arbitrators shall be appointed by the Secretariat of AFSA, who shall administer and manage the arbitration proceedings.

c. JURISDICTION

This Agreement will in all respects be governed by and construed under the laws of the Republic of South Africa.

Submissions to reach SAAT by 16h00 on Friday, 28 September 2026. (GMT + 2 hours)

SIGNATURE OF Service Provider: _____

CAPACITY: _____