



South African Airways ('SAA')

RFQ GSM082/2026

**Request for Quotation for
Leasing of Aircraft ULD Pallets for a period of three
months, with an option to extend.**

Written Quote Form

RFQ NUMBER: GSM082/26

ISSUE DATE: 29 October 2026

CLOSING DATE: 06 November 2026 at 16:00pm

VALIDITY OF RFQ: 90 days

RFQ DOCUMENTS TO BE E-MAILED TO: tenders@flysaa.com – Limit 2MB (send in parts or via downloadable link)

Vendors should ensure that quotations are returned before the closing date and time. If the quotation is late, it will not be accepted for consideration.

SAA requests your quotation on the goods and/or services listed on the attached form. Please furnish all requested information and return your quote on/before the stipulated date.

Late and incomplete submissions may invalidate the quote submitted.

NAME OF VENDOR:

.....

POSTAL ADDRESS:

.....

TELEPHONE NO.:

.....

CELL NO:

.....

E MAIL ADDRESS:

.....

CONTACT PERSON:

.....

This RFQ will be evaluated on pricing, BBBEE, and functionality.

The following documents are required and must be included with your bid submission:

- 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.
- It is the responsibility of the Vendor to ensure that SAA is in possession of 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 validity of the said certificate 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 must be delivered, or services rendered, before an official order/contract has been received.
- I certify that the information supplied is correct and that I have read and understood the SAA General Conditions of Contract, and I accept them.
- Further certify that all the required information has been furnished, and the relevant forms are completed, and are herewith submitted as part of the bid.

SIGNATURE OF VENDOR: _____

CAPACITY: _____

RFQ NUMBER GSM082/2026

SAA Business: Cargo

1. BACKGROUND

- 1.1 The objective is to appoint a suitably qualified and experienced service provider to supply pallets on a lease basis to support SAA's operational, cargo-handling, warehousing and logistics requirements.
- 1.2 The service provider must ensure the availability of pallets that are fit for purpose, structurally sound, safe to handle and suitable for the intended cargo, storage and transportation activities. The lease arrangement should provide operational flexibility, timely access to pallets and effective management of pallet movements, maintenance, replacement and returns.

2. SCOPE OF WORK

- 2.1 The appointment of a suitably qualified and authorised ULD supplier for the leasing of 100 ULD pallets, comprising 70 PMC pallets and 30 PAJ pallets, for use in regional and international cargo operations.
- 2.2 The pallets will be leased for an initial period of three months, with an option to extend the lease for a further three months, should the need arise.
- 2.3 The bidding entity must undertake to deliver the stock **DDP (Delivered Duty Paid)** to the SAA warehouse at OR Tambo International Airport within a maximum of **twenty-one (21) working days** from receipt of the Letter of Award or Purchase Order.

3. EVALUATION PROCESS & CRITERIA

Responses will be evaluated based on the Critical criteria. After qualifying, responses will be assessed against the functional criteria. Once again, after qualifying, responses will be evaluated based on Price and Preference %.

Please Note: Bidders should clearly demonstrate that they meet the criteria, as these will be used to determine Critical and Functionality scoring.

3.1 EVALUATION PROCESS

3.1.1 **COMPLIANCE WITH MINIMUM REQUIREMENTS**

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

3.1.2 **EVALUATION OF QUOTATION**

The contract shall be awarded at the sole and absolute discretion of SAA. SAA hereby represents that it is not obliged to award this quotation to any bidder. SAA is entitled to **retract** this quotation at any time as from the date of issue. SAA shall not be obliged to accept the lowest of any quotation, offer, or proposal.

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

3.1.3 **EVALUATION CRITERIA**

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

Critical Criteria (Mandatory Returnable) - Phase 01

Failure to submit the necessary documents for this critical criterion will lead to bid disqualification.

CRITICAL CRITERIA: None Weighted, Mandatory requirements to be met, for the Bidder's submission to qualify for further evaluation.	BIDDER TO INDICATE COMPLIANCE (YES/NO)
Compliance and requirements of the relevant regulatory bodies: The Bidder must demonstrate that it is an authorised or certified supplier of ULDs. <i>Proof of compliance must be submitted of approval Certificate</i>	
Modern digital tracking technology: The bidder must provide ULDs with modern digital technology that provides pallet-level location or movement visibility <i>Bidder must submit a detailed description of the proposed tracking solution including technologies used, system architecture and tracking methodology.</i>	
Quality ULD pallets:	

<p>Bidder must demonstrate the ability to provide 70 PMC pallets and 30 PAJ pallets</p> <p><i>Bidder must provide a written confirmation / proposed delivery or lease schedule.</i></p>	
<p>Technical Specifications:</p> <p>PMC and PAJ pallets offered must meet the technical specifications stipulated in the RFQ scope of work.</p> <p><i>Bidders must provide manufacturer technical data sheets/specification sheets.</i></p>	

PRICING SCHEDULE

The following tables should be used as a guide for the pricing proposal. Please provide us with a quotation for the items/services specified hereunder where applicable, in accordance with the above specification.

Item	Monthly Cost (Excl. VAT)	Total Cost (Exclusive VAT)	Total Cost (Inclusive VAT)
ULD Leasing			R
Other costs			R
			R

PHASE 2: Price

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

Details	Points
Price	80
Specific Goals	20

Note to bidders: The bidders must indicate how they claim points for each preference point system.)

SPECIFIC GOALS

Selected Specific Goal	Number of points allocated (20)
B-BBEE Level 1 and 2 (Non-Compliant and/or B-BBEE Level 3-8 contributors = 0)	10
EMEs and QSEs that are 51% or more, black owned	10
Total Points for Specific Goals	20

Bidders should be aware that preference points will be awarded to those who provide evidence according to the table below:

Specific Goals	Acceptable Evidence
B-BBEE	B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
EME or QSE that are 51% Black Owned	B-BBEE Certificate / Sworn-Affidavit / CIPC Certificate

Note: SAA reserves the right to conduct a verification site visit to any bidder's operating premises with whom SAA is negotiating.

Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender will be interpreted to mean that preference points for specific goals are not claimed.

SAA reserves the right to require a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by SAA.

Contractual Requirements:

- TCS: The bidder must submit a valid Tax Clearance Status pin or CSD number/report for verification of tax compliance status.
- Payment Term: The Bidder supplies goods based on SAA's standard payment term of 30 days after invoice receipt. An SME may be considered, upon request and through a case-by-case assessment, for approval of a variation to the standard payment term.
- SAA retains the right to conduct due diligence, and should it be discovered that any of the directors have been charged or found to be involved in criminal activities, Bidders may be disqualified or shall be disqualified.

	Indicate Lead Time Below
Bidders are required to clearly indicate the lead time for delivery from the date of receipt of the purchase order. The stated lead time must accurately reflect the period required to prepare and deliver the goods or services in full compliance with the RFQ specifications.	

NB: Contractual requirements are not evaluation criteria. They must be met and assessed after the evaluation and ranking of the tenders. Proof that the highest-ranked tenderer can meet the contractual requirements must be submitted before contract award.

Failure to meet "Contractual Requirements" by the stipulated deadlines may result in the tenderer being regarded as nonresponsive and ineligible for contract award.

1. STANDARD CONDITIONS FOR REQUEST FOR QUOTATION

Conditions:

- 1.1 All prices quoted must be inclusive of Value Added Tax (VAT).
- 1.2 All goods/services purchased will be subject to SAA Conditions of Contract and Order, available when requested.
- 1.3 All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT.

- 1.4 Note: Although SAA would prefer to award this contract to a service provider, it remains at our discretion to award the functions of the manufacturing of this product to the company that will provide us with excellent & prompt service. SAA is thus not obligated to award this quote to any bidder. SAA is entitled to retract this quote at any time as of the date of issue, without any refunds whatsoever. SAA is not obligated to award this quote to the bidder that quotes the lowest.
- 1.5 Service, pricing, and availability will be taken into consideration.
- 1.6 Pricing should be given based on an individual component that would make up the solution, based on technical and functional requirements.

THE FOLLOWING MUST ACCOMPANY YOUR QUOTE

- ☐ SAA Vendor Document for domestic_ 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