GAAL
GATEWAY AIRPORTS AUTHORITY LIMITED
• GATEWAY TO THE REST OF AFRICA •

Reg No: 1995/002792/06
P.O. Box 1309, Polokwane, Limpopo Province. RSA, 0700
Tel: 087 291 1099 / 087 291 1103 / 015 324 0810 Fax: 015 288 0125

SPECIFICATION FOR THE PROVISION OF ON-SITE TRAINING AERODROME RESCUE FIRE-FIGHTING SERVICE (ARFFS) PERSONNEL FOR FIRE INSTRUCTORS NFPA 1041 and Fire Inspector NFPA 1021

1. INTRODUCTION

- GAAL provides compliance training to aerodrome rescue fire-fighting service (ARFFS) personnel for Fire Instructors NFPA 1041 and Fire Inspector (Fire Prevention) NFPA 1021 as it is a requirement from South African Civil Aviation Authority (SACAA) and the service provider must be able to provide onsite training.

2. BACKGROUND

- GAAL operation department (fire & rescue) has a finding that both Shift Controller needs to be train in Fire Instructor 1 NFPA 1041 as soon as possible to close the findings
- Fire Instructor 1 NFPA 1041 Training by Officers and Firefighters must be done for the several important reasons:
  - It's for SACAA compliance – To close finding
  - Standardized Instruction Quality – NFPA 1041 sets the national standard for fire instructor qualifications, ensuring that supervisors deliver consistent, accurate and effective training. The standardization is critical in an airport environment where safety protocols must be rigorously maintained
  - Enhanced Training Effectiveness – Supervisors who are certified as Fire Instructor 1 have demonstrated the ability to design, organize, and deliver training sessions effectively. This ensures that firefighters and rescue personnel at the airport are thoroughly prepared to handle emergencies, including aircraft fire, fuel spills and rescue

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- Safety Compliance and Risk Reduction – Airport are high-risk environments requiring strict adherence to safety regulations. Trained fire instructor ensures personnel understand and follow NFPA codes, SACAA regulations, and airport-specific emergency procedures, reducing the risk of injury and property damage
- Leadership and Development of Firefighters – Being certified as Fire Instructor 1 equips supervisors with skills to mentor, evaluate, and develop the competencies of their team, fostering a culture of continuous improvement and professional growth within the airport fire and rescue service
- Accreditation Requirements – Regulatory bodies (SACAA) require documented proof of qualified instructors leading fire and rescue training, NFPA 1041 certification meet these requirements, supporting the airport accreditation and compliance status
- Fire Inspector 1 NFPA 1021 certification meet requirements for CAA CARS 139.02.30 and 139.01.9 on fire prevention training which is to be provided for fire prevention officers.
- NB: In summary, Supervisors conducting Fire Instructor 1 NFPA 1041 training at airports ensure high-quality, standardized instruction tailored to airport-specific hazards, enhance safety compliance, improve emergency preparedness, and fulfil regulatory obligations. This strengthens the overall effectiveness and professionalism of the airport fire and rescue teams and Fire Prevention Officers carry out fire prevention inspections as per CARS Part 139.02.30 and 139.01.9

SCOPE OF WORK

- To provide onsite training as per below requirements

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Name of Training	Training	Number of personnel
Fire Instructor 1 NFPA 1041	Onsite training	8
Fire Inspection 1 NFPA 1021 (Fire Prevention)	Onsite training	8

3. EVALUATION CRITERIA

All quotations will be evaluated in terms of administrative requirements, and preference point system.

Administrative (mandatory) Criteria **(Gate 0)**	**Price and Specific Goals Evaluation Criteria** **(Gate 1)**
Suppliers must submit all documents as outlined in paragraph 3.1 (Table 1) below. Only bidders that comply with all these criteria will proceed to Gate 1.	Supplier(s) will be evaluated on **price** (weighted price) as per scope of work and **specific goals** claimed points as stipulated on SBD 6.1 (paragraph 4.2).

3.1 Gate 0: Administrative (mandatory) requirements

Supplier (s) must submit the documents listed in **Table 1** below. All documents must be completed and signed in black ink by the duly authorized representative of the prospective bidder(s). **Correction fluid is not allowed and any cancellation on the bid document must be initialled by the authorized signatory.** During this phase, Bidders' responses will be evaluated based on compliance with the listed administration and mandatory bid requirements. The bidder(s) quotation will be disqualified for non-submission of any of the documents.

Table 1: Documents that must be submitted for administrative/mandatory requirements.

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Document that must be submitted	**Non-submission will result in disqualification.**	
Invitation to Bid – SBD 1	YES	Complete and sign the supplied pro forma document with a fixed physical address for their business operations for in-loco inspection.
Declaration of Interest – SBD 4	YES	Complete and sign the supplied pro forma document.
Preference Point Claim Form – SBD 6.1	YES	Non-submission of below documents/information for verification will lead to a zero (0) score on Specific goals. ▪ Full CSD Report ▪ Medical certificate for disability ▪ Proof of address not older than three months.
Proof of registration on Central Supplier Database (CSD) (detailed CSD report)	YES	Supplier must be registered as a service provider on the Central Supplier Database (CSD).
Pricing Schedule	YES	Quotation /pricing structure must be completed in full for all service categories. Where bidder has omitted to put price for certain price categories the price offer will not be accepted and will be disqualified as it will not be comparable with others who have quoted for all service categories.
SAQA	YES	The service provider must be accredited by SAQA Unit-standard, or

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SAESI	YES	The service provider must be accredited by SAESI
SACAA	YES	SACAA, proof of accreditation certificates must be attached

3.2. Gate 1: Preference Point System

Preference Points System where the 80 points are awarded for price and the 20 points are awarded for specific goals as follows:

FINAL EVALUATION CRITERIA	POINTS
Price	80
Specific goals	20
Total	**100**

4. QUOTATION SUBMISSION

All quotations and supporting documents must be placed in the bid box OR couriered OR emailed to the address on or before the stipulated closing date and time as indicated in the SBD1.

Quotations will only be considered if received by the entity on or before the closing date and time.

Suppliers are required to submit their quotations and supporting documents in a clearly marked envelopes as follows: -

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REQUIRED DOCUMENTS	PRICE & SPECIFIC GOALS
Exhibit 1: Administrative and mandatory documents *(Refer to Section 4.1 - Gate 0: Administrative requirements (Table 1))*	**Exhibit 2:** Pricing Schedule/Quotation
Exhibit 3: SBD 6.1: Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022.	

5. TERMS AND CONDITIONS

5.1 Supplier Due Diligence

5.1.1 GAAL reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period and this may include pre-announced/ non-announced site visits. During the due diligence process the information submitted by the bidder will be verified and any misrepresentation thereof may disqualify the bid in whole or parts thereof.

5.2 Counter Conditions

5.2.1 Bidders' attention is drawn to the fact that amendments to any of the bid conditions or setting of counter conditions by bidders may result in the invalidation of such bids.

5.3 Negotiation

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5.3.1 GAAL reserves the right to negotiate with the preferred bidders prior to award and with the successful bidders(s) post award.

5.4 Bid Enquiries

5.4.1 All enquirers should be in writing to scmgroup@gaal.co.za . The closing date for receipt of all enquirers is 16 November 2026. All enquirers beyond the closing date will not be considered.

5.5 Communication and Confidentiality

5.5.1 If a bidder finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by GAAL (other than minor clerical matters), the bidder must promptly notify GAAL in writing of such discrepancy, ambiguity, error, or inconsistency in order to afford GAAL an opportunity to consider what corrective action is necessary (if any).

5.5.2 Any actual discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by the GAAL will, if possible, be corrected and provided to all bidders without attribution to the bidder who provided the written notice.

5.5.3 All communication between the bidder and Supply Chain Management office must be done in writing.