REQUEST FOR PROPOSALS: ATNS/RFP01/07/2026/27/HO_OFFICE_ACCOMOD_Gen_2013_144					
The appointment of a service provider for the leasing of a head office building for Air Traffic and Navigation Services (ATNS), including space planning, interior design, architectural and engineering services, retrofitting, municipal approvals, and overall project management					
Numb	**Question/Clarity Date**	**Name of the Company**	**Paragraph No. Bid Document**	**Questions**	**Response**
1	23 October 2026	SKG towers (Pty) Ltd	e-mail	Provide us with the recording and/or minutes of the briefing session, together with any presentation material and the questions and answers raised at the session	ATNS acknowledges the request. In the interest of fairness, transparency and equal treatment of all bidders, ATNS will issue any approved presentation material and consolidated clarification questions and responses through the formal tender clarification process and to all prospective bidders simultaneously, where applicable. The briefing session recording and/or attendance records form part of ATNS's internal procurement records and will not be used as a substitute for the mandatory attendance requirement stipulated in the RFP. The official clarification process set out in paragraph 6.1 of the RFP remains available to all interested bidders.
2	23 October 2026	SKG towers (Pty) Ltd	e-mail	Confirm whether, upon review of the recording and minutes and submission of a signed confirmation to that effect, SKG Towers may be recorded as having attended the briefing session for purposes of this RFP	No. The RFP expressly provides that attendance of the compulsory briefing session is a mandatory requirement and that attendance will be verified by ATNS using the Microsoft Teams attendance register and contact details confirmation on the Teams chat. A bidder that did not attend the compulsory briefing session cannot be recorded as having attended based on a subsequent review of the recording, minutes or any signed declaration. ATNS is required to apply the published bid conditions consistently and equitably to all bidders
3	23 October 2026	SKG towers (Pty) Ltd	e-mail	Alternatively, advise whether ATNS will arrange a further briefing session, by addendum to all prospective bidders, before the closing date.	ATNS currently has no intention to convene a further compulsory briefing session. Should ATNS determine that an additional briefing session or any amendment to the RFP is necessary, such amendment will be communicated formally to all prospective bidders through an addendum issued in accordance with the procurement process. Until such notice is issued, the bid requirements remain unchanged.

4	24 October 2026	The Cavaleros Group	e-mail	Dear Siyabonga, We refer to the re-advertised tender ATNS/RFP01/07/2026/27/HO_OFFICE_ACCOMOD_Gen_2013_144 for the provision of ATNS Head Office accommodation. We complied with the requirements of the original advertisement and submitted our bid. We were awaiting feedback on that submission when we became aware of the re-advertisement, unfortunately only after the compulsory briefing on 21 October 2026 at 12h00 had taken place. We remain keenly interested in this opportunity and would like to submit a bid in response to the re-advertisement. Please confirm whether our attendance at the original compulsory briefing can be recognised for this purpose, or whether an alternative arrangement is available to enable us to participate. Please also clarify the status of our original submission and whether a complete new submission is required. We would appreciate your guidance ahead of the closing date so that we can proceed accordingly.	Please note that the current process relates to the re-advertised tender, ATNS/RFP01/07/2026/27/HO_OFFICE_ACCOMOD_Gen_2013_144 (Re-Advert), which includes a compulsory briefing session held on 21 October 2026 at 12h00. Attendance at the compulsory briefing session forms part of the mandatory requirements for the re-advertised tender and is verified against the attendance register maintained by ATNS. As the re-advertisement constitutes a separate procurement process, participation is subject to compliance with the requirements set out in the re-advertised bid document. Accordingly, attendance at the briefing session conducted under the previous advertisement cannot automatically be recognised for the current process. With regard to your original submission, the re-advertisement supersedes the previous advertisement. Consequently, bidders wishing to participate in the current process are required to submit a new bid in accordance with the requirements and timelines stipulated in the re-advertised RFP, which closes on 19 November 2026 at 14h00 CAT.
5	26 October 2026	Airports Company South Africa	e-mail	**Section D – Tenant Installation Allowance** Please confirm whether the Tenant Installation Allowance should be added (not subtracted) to the total rental and property charges for purposes of determining the overall cost.	Yes, the TI allowance should be added to the rental costings as explained during the tender briefing.
6	26 October 2026	Airports Company South Africa	e-mail	**ICT Requirements – Server Room** Please clarify whether ATNS requires only a bare server room or whether the scope should also include network connectivity and the provision of ICT cabinets.	ATNS requires a bare server room that will be retrofitted by the ATNS IT department, at their cost, during TI installation.
7	26 October 2026	Airports Company South Africa	e-mail	**Cableways and Cabling Infrastructure** Please confirm whether the requirement is limited to the provision of cable routes and pathways, or whether the installation of fibre and copper cabling is also required.	The installation of fibre and copper cabling is also required.
8	26 October 2026	Airports Company South Africa	e-mail	**Server Rooms and Wire Centres (WCs)** Please clarify the ICT infrastructure requirements for the building, specifically: Whether a dedicated server room is required on each floor, or whether wire centres on each floor would be sufficient. The total number of server rooms required for the building. The minimum required size of each wire centre and server room. The number of ICT cabinets required for each wire centre and server room.	The total of this will be determined during the specification phase of the project, and the ATNS IT department will fund the cost of the installation.

9	26 October 2026	Airports Company South Africa	e-mail	**UPS and Generator Requirements** Please confirm whether the existing or proposed building-wide UPS and generator systems will also provide backup power to the wire centres and server rooms, or whether dedicated UPS and/or generator solutions are required for these facilities.	The proposed building-wide UPS and generator systems will also provide backup power to the wire centres and server rooms.
10	26 October 2026	Laviva Projects	e-mail	As a broker, would ATNS also require the landlord to have attended the compulsory briefing session?	During the evaluation process, the entity listed on the attendance register will be considered as the bidder.
11	28 October 2026	Betapoint Management Consultants (Pty) Ltd	2.2; 18.4 & 18.5	Please confirm the scope of the turnkey solution: does it include the physical fit-out and build, furniture, fittings and equipment (FF&E) and the relocation from Bruma, or only the professional services and building works? ATNS expects to contract only with the landlord - please confirm how the professional services and fit-out will be contracted.	The turnkey solution includes the physical fit-out and build, furniture, fittings, equipment, and relocation from Bruma.
12	28 October 2026	Betapoint Management Consultants (Pty) Ltd	4 (4.1 - 4.11)	Is there a technical specification or brief beyond the RFP, including staff headcount (current and projected), workstations, offices, meeting and training rooms, storage, finishes, and IT and security requirements? If not, please confirm the assumptions bidders should use so that all bids are priced on the same basis.	yes.
13	28 October 2026	Betapoint Management Consultants (Pty) Ltd	10 (Mandatory Criteria 2 and 3)	Must the landlord's professional team be named in the bid, and must they submit credentials or experience?	No.
14	28 October 2026	Betapoint Management Consultants (Pty) Ltd	10 (Mandatory Criterion 9); 15.1	If the award date is delayed, will the occupation window of 1 November 2027 to 1 January 2028 move accordingly, and will any change be confirmed in writing by addendum?	The award date will not be delayed.
15	28 October 2026	Betapoint Management Consultants (Pty) Ltd	37 (SBD 3.3, Sections B and E)	Is the tenant installation (TI) allowance intended to cover the full fit-out and professional services, or is it a contribution with ATNS funding any balance? The declaration in Section E states that ATNS will incur no costs beyond the total bid price. How does this fit with the statement at the briefing that fit-out costs depend on final designs and are for ATNS's account?	ATNS will cover the fit-out cost, and it must not be part of the tender price.
16	28 October 2026	Betapoint Management Consultants (Pty) Ltd	37 (SBD 3.3)	What must bidders price at bid stage: (a) rental and TI allowance / rent free period only, (b) professional fees, (c) an estimated fit-out budget, or (d) all of these? As the actual fitout cost can only be determined once the design is complete, and professional services typically link to the fit-out costs, would ATNS accept for professional services fee pricing purposes (i) ATNS to provide an indicative fit-out budget for all bidders to price professional services against, broken down by PROCSA stage, which can be varied by variation order (ii) other approach as confirmed by ATNS. This is relevant and needs clarification due to the declaration in Section E states that ATNS will incur no costs beyond the total bid price.	The bidder must price according to the pricing schedule in the bid document.
17	28 October 2026	Betapoint Management Consultants (Pty) Ltd	37 (SBD 3.3, Sections A - D)	Where in the pricing schedule should professional fees, the fitout budget (if required) and pricing assumptions be shown? The schedule moves from Section B to Section D - please confirm whether a Section C is missing.	The bidder must price according to the pricing schedule in the bid document.

18	28 October 2026	Betapoint Management Consultants (Pty) Ltd	37 (SBD 3.3, Sections A, B and D)	Bidders may offer a rent-free period or other incentives in addition to or in lieu of TI. Can these be quantified and shown in the pricing schedule in the TI line item, or will you add a separate line. Please confirm its value will reduce the total bid price in Section D for evaluation as these offers reduce cost for ATNS?	The bidder must price according to the pricing schedule in the bid document.
19	28 October 2026	Betapoint Management Consultants (Pty) Ltd	37 (SBD 3.3)	Where a bidder has two alternative offers for the same premises: (a) an offer using some or all of the existing fit-out, which the bidder considers meets ATNS's requirements, and (b) an offer requiring a full new tenant fit-out, please confirm whether: (i) each offer should be submitted on its own pricing schedule (SBD 3.3); (ii) each will be evaluated as a separate offer.	Bidders must submit a bid with no alternatives. Only one bid or proposal will be considered.
20	28 October 2026	Betapoint Management Consultants (Pty) Ltd	11; 37 (SBD 3.3)	Where offers include different scopes (for example, different levels of fit-out), how will ATNS compare them on price? Will it evaluate the total cost of occupancy over the lease term, including rental, operating costs, fit-out, furniture and professional fees? i.e. reflect total cost.	Bidders must submit a bid with no alternatives. Only one bid or proposal will be considered.
21	28 October 2026	Cospen Properties (Pty) Ltd	Letter	Whether ATNS may consider Cospen's original submission under the re-advertised tender.	no.
22	28 October 2026	Cospen Properties (Pty) Ltd	Letter	Whether any supplementary or amended documentation is required to align Cospen's original submission with the revised requirements, or whether a complete new submission is necessary.	A completely new submission is necessary, so long as the bidder has attended the compulsory tender briefing.