



INFORMATION MEMORANDUM

INFORMATION MEMORANDUM ISSUED BY SOUTH AFRICAN NATIONAL PARKS IN RESPECT OF THE PROPOSED PUBLIC PRIVATE PARTNERSHIP PROJECT FOR THE OPERATION OF THE SKUKUZA AIRPORT IN THE KRUGER NATIONAL PARK



INFORMATION MEMORANDUM

IMPORTANT NOTICE

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1. INTRODUCTION

This Information Memorandum (“**Memorandum**”) is issued by South African National Parks (“**SANParks**”) in accordance with the guidelines for Public Private Partnerships (“**PPPs**”) contained in National Treasury's Tourism PPP Toolkit, and in compliance with Treasury Regulation 16 issued in terms of the Public Finance Management Act 1999.

This PPP is issued in respect of the sourcing of a management company to manage and operate the Skukuza Airport in the Kruger National Park as a category 4 or 5 airport. Currently the airport is operated as a category 2 airport. However, until 2000 the airport was operated as a category 5 airport and an agreement was in place at the time for SA Airlink to fly scheduled flights from Johannesburg and Sun City to Skukuza. It was during this time that a request was made to extend the runway in order to allow for an additional route directly from Cape Town. This was not approved at the time and due to other implications the runway will not be extended as part of this agreement either. However, it does give some indication of demand that existed as part of the previous agreement.

The PPP entails that a Private Party with core skills to manage an airport be given the opportunity to generate revenues through landing fees and airport taxes in exchange for the following:

- Capital investment at the airport. Capital for the following is required:
 - o Purchase of fire fighting and security equipment in line with Civil Aviation Regulations as per the proposed category airport;
 - o Refurbishment of the airport building and purchase of equipment (such as scanning devices) to change the building in line with Civil Aviation Regulations as per the proposed category airport; and
 - o Erecting at least two wind sockets at the airport and to maintain these;
- Sourcing of a carrier to operate scheduled flights into Skukuza. Flight routes proposed should be optimal and should include as a bear minimum flights from Johannesburg (OR Thambo) but could also include flights from Cape Town, Sun City, Port Elizabeth and Durban. A maximum of 21 scheduled flights per week will be allowed with a maximum of 5 scheduled flights at any one day.

- Management and operation of the airport. The management will include but not be limited to the following:
 - o Apply for and ensure that all necessary licences are obtained to operate the airport according to the proposed category;
 - o Compile an Airport Operating Manual (AOM) that contains all aspects of airport management in line with industry best practices;
 - o Operate the airport in line with the Operational Environmental Management Guideline (OEMG);
 - o Ensure that all aircrafts land or depart according to the accepted flight path. Penalties will be imposed on the management company should the management company display an inability to enforce this or any of the other principles, i.e. landing times;
 - o Provide an information service to the incoming aircraft;
 - o Ensure that all scheduled flights land and depart between 10h30 and 13h30 and that all chartered flights land between 09h00 and 15h00;
 - o Agree with SANParks an operational management plan for SANParks' management aircraft and ensure that the operational management plan is adhered to.

Seeing that the Skukuza Airport is located in a conservation area that falls under the NEMA Act and is surrounded by several lodges and rest camps such as Skukuza, it is imperative that the following be managed well by the Private Party:

- Noise impact and visual impacts. In light of this the Private Party will be expected to come up with an “optimal model” which aims to optimise these impacts. Less frequent landings and departures of bigger aircraft might result in higher noise impact less frequently which might ultimately result in lower noise impact (in total) and lower visual impact.
- Similarly the aircraft pollution levels will be considered as part of the adjudication criteria (Optimal score to be given to the aircraft that pollutes the least per seat and a pro rata score to every other aircraft). The following will be considered:

- Exhaust emission of smoke (Smoke Number) from each aircraft gas turbine engine divided by seats will give the pollution per seat;
- Total Aircraft pollution / Hydrocarbons: Grams/kilonewton divided by seats will give the pollution per seat; and
- Total Aircraft pollution / Carbon Monoxide: grams/kilo newton divided by seats will give the pollution per seat.

The outsourcing of this Facility offers a good opportunity for the private sector. The Facility will be outsourced as a going concern, under contractual terms that will transfer full operational control to the private operator. In keeping with SANParks' objectives, particular attention will be paid to the implementation of broad-based Black Economic Empowerment, particularly those from communities adjacent to the Parks. In addition, private operators will have to respect existing SANParks regulations regarding protection of the environment.

2. SANPARKS' VISION, MISSION AND KEY STRATEGIC OBJECTIVES

2.1 SANPARKS' VISION AND MISSION

South African National Parks was established as a parastatal through an Act of Parliament in 1927. As per the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), SANParks is a Schedule 3(a) "public entity" that functions under the ambit of the NEMA: Protected Areas Act, 2003 (Act 57 of 2003) read concurrently with the Biodiversity Act of 2004 and the Protected Areas Act. The core mandate of SANParks is the conservation and management of biodiversity and associated cultural heritage through a system of National Parks. SANParks is also involved in the promotion and management of nature-based tourism, and delivers both conservation management and tourism services through an authentic people centred approach on all its programmes.

The organisation's operations are totally guided by its vision statement (the world picture of the future) and mission statement (depicting the purpose of its existence). As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard the organisation has adopted a transformation mission to guide its efforts accordingly.

VISION - National parks will be the pride and joy of all South Africans and of the world.

MISSION - To develop and manage a system of national parks that represents the biodiversity, landscapes, and associated heritage assets of South Africa for the sustainable use and benefit of all.

TRANSFORMATION MISSION - To ensure effective transformation both within SANParks and the broader society and economy, through the implementation of broad-based Black Economic Empowerment in support of the Constitution of South Africa.

2.2 SANPARKS' KEY STRATEGIC OBJECTIVES

SANParks' business operations are founded on three important core pillars:

2.2.1 Conservation

The primary mandate of the organisation is the conservation of South Africa's biodiversity, landscapes and associated heritage assets through a system of National Parks.

2.2.2 Nature-based tourism

The organisation has a significant role in the promotion of South Africa's nature-based tourism, or ecotourism business targeted at both international and domestic tourism markets. The eco-tourism pillar of the business architecture provides for the organisation's self-generated revenues from commercial operations that is necessary to supplement government funding of conservation management.

A significant element of the ecotourism pillar is the Strategic Plan for Commercialisation (which through the implementation of Public Private Partnerships) has as its objective reducing the cost of delivery, improving service levels by focusing on core business and leveraging private capital and expertise as well as the objective of expansion of tourism products and the generation of additional revenue for the funding of conservation and constituency building.

2.2.3 Constituency building towards a people-centred conservation and tourism mandate

SANParks is required to build constituencies at international, national and local levels, in support of the conservation of the natural and cultural heritage of South Africa. It has to ensure that a broad base of South Africans participate and get

involved in biodiversity initiatives, and further that all its operations have a synergistic existence with neighbouring or surrounding communities for their socio-economic benefit.

The core mandate of the organisation derives from its biodiversity conservation role, thus the conservation pillar is regarded as the basis upon which the other two sub-core pillars' programmes and activities are directed.

In addition to the core and sub-core business pillars that provide SANParks with a level of uniqueness, the organisation has generic support functions of Finance, Human Resources, Corporate Communications, Corporate Support Services (including Information and Communications Technology), and Legal Services. The operational component of SANParks is delivered through the current twenty one (21) national parks – these being organised under two divisions namely, Kruger National Park and the Parks Division (which entails the remaining twenty (20) national parks).

3. ARTICULATION OF SANPARKS' COMMERCIALISATION POLICY, OBJECTIVES AND STRATEGY

3.1 THE MOTIVATION FOR COMMERCIALISATION

“Global conventions and programmes alone are not enough to ensure the continued existence of, and sufficient funding for, protected areas. In times of fiscal austerity and tightening government budgets – especially in developing countries which are home to much of the world's biodiversity – traditional funding sources are increasingly under threat. Innovative alternatives to these traditional sources are needed in order to secure the long term viability of protected areas.” (IUCN, 1998)

In order to encourage greater efficiency in the delivery of public services, the Cabinet in April 1997 approved the establishment of an interdepartmental task team chaired by the Department of Finance, to explore how public private partnerships ("PPPs") could improve infrastructure and service delivery efficiency, and make more efficient use of under-utilised state assets. The key objectives of this programme were to develop a package of cross-sectoral and inter-Institutional policies and legislative and regulatory reform.

In September 1998, the Department of Environmental Affairs and Tourism articulated the need for SANParks to prepare for a lesser dependence on state funding, which

would increasingly be aimed at funding the essential conservation requirements. This formed the basis of the Commercialisation Strategy adopted by SANParks in 2000 with its foundation in the economic theory which defines the State's responsibility as one of performing a regulatory function and intervening in the market-place only where there is market failure. The objective was to reduce the dependence on state funding and improve existing operational efficiencies. This does not imply that SANParks has to be independent of the State but rather that the collective funding sources (i.e. state funding, private donations, NGO and international donations, SANParks' tourism activities and commercialisation) must be able to "sustain" the total business of SANParks. Sustainable tourism development depends on a partnership and balance between the social, technological, economical, the environment and political values and benefits. Hence, should one source of funding be threatened, SANParks must be able to absorb such withdrawal without compromising its sustainability.

The implementation of the Commercialisation Strategy 2000, resulted in the awarding of 11 (eleven) concession sites to private operators, seven of which are in Kruger National Park, two in Addo Elephant National Park, and one in the Table Mountain National Park.

In addition to the concessions, the Commercialisation Strategy 2000 also resulted in the awarding of 21 shops and 17 restaurants across all national parks to private operators. Facilities were upgraded by the operators and SANParks receives a PPP Fee from these operators.

3.2 THE STRATEGIC PLAN FOR COMMERCIALISATION 2006

Following the implementation of the Commercialisation Strategy 2000, there have been significant developments in SANParks' approach to PPP initiatives. SANParks accordingly developed the Strategic Plan for Commercialisation 2006 to accommodate and benefit from:

- (i) The experience and specialist skills acquired;
- (ii) The lessons learnt from implementation and management of PPPs;
- (iii) Legislative requirements; and
- (iv) The extended scope of projects identified to enable SANParks to improve its infrastructure towards 2010 and beyond, generate revenues, promote BEE and

create employment.

The objective of the strategy is to ensure that SANParks has the fundamentals including capacity in place for managing existing, and for entering into new PPPs successfully. In addition, SANParks has a responsibility towards creating tourism infrastructure on a longer term as compared to a tourism organisation run by a private company. Such infrastructure will enable South Africa to compete with global tourism destinations like Brazil, Thailand etc. Commercialisation through Public Private Partnerships provides SANParks the opportunity to achieve this goal.

High-level commercialisation objectives for SANParks include any or all of the following:

- Revenue Generation;
- Loss minimisation or savings on existing operations;
- Optimal use of under-performing assets;
- Job creation;
- Broad based Black Economic Empowerment;
- Infrastructure upgrades;
- Upgrade/development of historical and/or cultural sites;
- Tourism promotion; and
- Further biodiversity protection and conservation.

4. MARKET OVERVIEW

Even though the tourism industry faces some challenges underpinned by the uncertainty in the global economic situation, South Africa has continued to show growth on a year to year basis for the last 10 years. Various factors will have an impact on tourism which include but are not limited to the following:

- Global economic crisis and the position that international banks find themselves in;
- A global recession looming;
- Uncertainty of the oil price; and
- Volatility of the South African Rand.

Despite this uncertainty the 2010 Soccer World Cup event that will be hosted in South Africa in 2010 provides a unique opportunity for South Africa to move up in destination ranking from

the 28th position in 2007. Upgrading of infrastructure in the build up to the event also creates opportunities for South Africa to become more competitive when compared to the rest of the world, i.e. in terms of public transport and facilities on offer.

Further to this South Africa recorded its highest number of foreign arrivals in 2007 and broke the 9 million mark. The 9,090,881 arrivals were 8.3% up from 2006. Apart from this South Africa and Africa has shown good growth in terms of tourism and continue to offer unique products and experiences. One of these is the wildlife in the famous game reserves. In light of this increased access to the Kruger National Park by means of scheduled flights from other major cities in South Africa directly to Skukuza (main camp in the Kruger National Park) might prove to be a competitive edge in these difficult and challenging times.

Please refer to the complete SA Tourism 2007 Annual Report for more insight into the tourism industry and performance in FY2007 (available for download as part of the information documents).

5. THE SKUKUZA AIRPORT

The Skukuza Airport is currently a category 2 airport with only chartered flights landing and departing from this airport. The Skukuza Airport runway is 1500 metres long. The objective of this PPP is to source airport expertise to perform all functions in order to re-instate the airport as a category 4 or 5 airport with scheduled flights flying into and departing from this airport.

Investment from the Private Part will be required to comply with civil aviation regulations in terms of the proposed airport. In exchange for this the Private Party will be granted the right to manage and operate the airport and to generate revenues through airport taxes and landing fees.

6. NUMBER OF TOURISTS CHANELLED THROUGH SKUKUZA AIRPORT (1999-2002)

The following table outlines the number of guests that made use of the Skukuza Airport from 1999 to 2002. Please note that scheduled flights were ceased in September 2002. The table also outlines the number of aircraft landings that took place.

	1999/2000	2000/1	2001/2	2002/3 (scheduled flights ceased 09/2002)
Guests to KNP	4056	5095	5685	3494
Guests to Private	22591	23206	23888	17854

Lodges				
Number of aircraft landings	2397	2329	2769	2345

It should however be noted that since 2002 many of the Private Lodges adjacent to the Kruger National Park have build their own airstrips. Chartered flights fly into these strips on a daily basis (no scheduled flights from major carriers). It should further be noted that the 5 star SANParks concessions were only build in 2001 and hence the figures as reflected in the table excluded visitors to these lodges.

The following table shows the breakdown (per month) for the 1999/2000 financial year and shows the commission that was paid to SANParks in exchange for operating the airport.

	1999/2000			
	Persons	Persons	Landings	Commission
	KNP	Lodges	excl SAX	SAX
APRIL	389	2073	189	R 10,253
MAY	339	1550	146	R 119,868
JUNE	271	2048	188	R 88,827
JULY	223	1668	180	R 135,493
AUGUST	604	2531	268	R 74,084
SEPTEMBER	361	1776	184	R 94,610
OCTOBER	329	2234	236	R 98,992
NOVEMBER	675	3383	320	R 113,167
DECEMBER	276	1761	221	
JANUARY	221	1680	194	R 80,495
FEBRUARY	92	357	57	
MARCH	276	1530	214	R 26,536
TOTAL	4056	22591	2397	R 942,325
EXPENDITURE				R 257,482

7. AREAS OF RESPONSIBILITY OF THE SKUKUZA AIRPORT OPERATOR / MANAGEMENT CONMPANY

7.1 MANAGEMENT OF ALL FLIGHTS INTO AND FROM THE SKUKUZA AIRPORT

Due to the location of the Skukuza Airport it is imperative that the Private Party manage

all flights into and out of the airport in line with the approved flight paths. An in-depth study was conducted which outlined sound receptors in the immediate surroundings of the airport. Based on these sensitive areas a flight path was recommended and approved and hence deviation from this will have a negative affect on these accommodation establishments.

Apart from flight paths operating hours for both scheduled flights and chartered flights were determined. For the same reasons as the flight paths, the Private Party that manages the airport will be required to ensure that these operating hours are adhered to.

The Private Party will also be responsible to work closely with SANParks and draft a SANParks Operational Management Plan that applies to SANParks' aircraft (fixed wing and helicopters). Once again, the reason for this will be to minimise impact on both the environment and tourism establishments through effective management.

Failure to manage any of the above would result in financial penalties being imposed on the Private Party.

7.2 ENVISAGED OPERATION AND CHANGES TO THE FACILITY

The Private Party will be required to do the following:

- Apply for and secure the necessary licenses to operate the airport as a category 4 or 5 airport (depending on proposed category);
- Compile an Airport Operating Manual (AOM) in line with the civil aviation authority regulations;
- Operate and manage the airport in line with the Operational Environmental Management Guideline (OEMG); and
- Refurbish and change interior of the Skukuza Airport building in line with CAA regulations in line with the category proposed.

7.3 SERVICE PROVISION

The operator will also be responsible for the following:

- Ensure NDB Beacon is switched on and operational. If not operational, communicate

effectively with the SANDF and facilitate maintenance tasks in order to ensure that the NDB Beacon is operational;

- Implement information communication system to incoming aircrafts in order to prevent fly over by pilots to determine conditions prior to landing;
- Provide the booking system and all arrival and departure services for passengers;
- Provide all baggage handling services;
- Provide facilities in order to allow universal accessibility of the airport;
- Responsible to comply with all aviation statutory requirements;
- Render a service of an acceptable standard and quality comparable to similar standards and quality found at similar airports outside of the Protected Area; and
- Continuously revise aircrafts used to fly into Skukuza Airport in order to ensure that maximum passengers are brought into the park (within flight guidelines) with lowest noise, visual and emission / pollution impacts.

7.4 RETAIL AND COFFEE SHOP FACILITY

The Tigers Eye, the Private Party responsible for retail operations in the Kruger National Park till April 2011 has shown interest in a shop with sitting area. However, a separate process will be followed prior to making a decision on the way forward with regards to the shop at the airport.

8. BENCHMARK PRICING AND CONTROL

SANParks will take steps to ensure that the private operator does not abuse the monopoly status of the Park. In light of this the Skukuza Airport will not be permitted to charge airport taxes and landing fees which are significantly higher than charged at other similar airports outside the Park.

9. QUALITY STANDARDS AND MONITORING

SANParks will conduct audits on a frequent basis to ensure that the Private Party complies with the requirements as outlined in the agreement.

10. PPP AGREEMENT

The PPP Agreement will be made available during the process and will be distributed to all parties that register for the site visit. A signed copy of the agreement should form part of the bid submission as this will indicate to SANParks general acceptance of the agreement terms by the Private Party.

10.1 TERM OF AGREEMENT

The term of the PPP Agreement shall be for 10 (ten) years with the effective date 15 March 2009, subject to termination in accordance with the PPP Agreement.

10.2 FACILITIES RENTAL AGREEMENT

One of the Appendices to the PPP Agreement will be a Facilities Rental Agreement (“**FRA**”), containing the physical description on the Facilities in question, the applicable Minimum Rentals, and agreements between the Operator and SANParks concerning operational use of the Facility. In the event that the Operator sub-contracts the management of the Facility to a Sub-Operator(s), such contractual arrangements must be approved in writing by SANParks. The Operator shall guarantee the performance of the Sub-Operators, in all aspects.

10.3 SALE OF BUSINESS AGREEMENT

An additional Appendix to the PPP Agreement will be a Sale of Business Agreement (“**SBA**”), incorporating agreements for the sale to the Operator of the business as a going concern, and the sale of the furniture, fixtures and equipment (very limited in this specific opportunity). The SBA shall record the Sale Price to be paid for the assets. The value of the assets shall be pre-agreed prior to the Bid Date.

10.4 HOUSING

Housing allocations for the operation of the Skukuza Airport has been granted by the Kruger National Park Housing Committee. The following will form part of the housing allocation:

- One 4-Bedroom House;
- One 3-Bedroom House;
- Four parkhomes (2-Bedroom units); and
- Five single rooms in Living Quarters.

10.5 AIRPORT MAINTENANCE

SANParks will play a major role in terms of maintenance of the airport. The following will be maintained by SANParks:

- Airport fences;
- Runway;
- External structure of the airport building; and
- Weather Station located on the road that links the airport to the main Skukuza / Tshokwane road.

SANParks will also be responsible to change the toilets at the airport to allow for universal access.

The South African National Defence Force (SANDF) will be responsible for maintenance to the NDB beacon.

Internal design of the building and maintenance thereof will be the Private Parties responsibility.

10.6 OTHER CONTRACTS

The fuel depot at the airport belongs to Shell but there are no formal agreements in place relating to the provision of fuel. It is anticipated that the Private Party will need to

engage into a separate agreement with Shell regarding the provisioning of fuel. In terms of this agreement it will be expected of the Private Party to negotiate preferential rates for SANParks with the fuel provider (if possible).

Seeing that the SANDF is responsible for the maintenance of the NDB Beacon, the agreement with the SANDF should be revised and compilation of a service level agreement might be required (in order to ensure smooth operation of the airport).

In terms of a shop / tea garden, it should be noted that SANParks retains a right to appoint an operator at the airport for this purpose should the need arise in future. Until such time that a final decision on this has been taken, any initiatives in this regard should be approved by SANParks.

10.7 PRINCIPAL OBLIGATIONS OF THE OPERATOR

SANParks requires the successful Operator comply with the following:

- Source and contract a carrier to operate scheduled flights into Skukuza Airport
- Apply for all licenses as required by the Civil Aviation Authority (CAA) in order to operate the airport as a category 4 or 5 (dependent on proposal);
- Erect changes to the airport building in order to comply with all CAA regulations with regards to the proposed category building;
- Compile an Airport Operations Manual (AOM) as part of the bid submission;
- Accept conditions as outlined in the Operational Environmental Management Guideline (OEMG);
- Manage and operate the Skukuza Airport in line with the AOM, the OEMG as well as other requirements such as the determined flight paths;
- Required to develop and or adapt their current brand(s) to meet with SANParks requirements;
- The Operator will be obliged to trade for a period of ten years;
- The Operator is obliged to acquire SANParks' consent prior to making use of any SANParks trade names and or logo's in any way;
- The Operator must adhere to SANParks conservation regulations;

- The Operator must adhere to the SANParks normal operating hours in terms of gate access (except where deviations were applied for). The following outlines the gate hours:

Gate Times	Jan	Feb	Mar	April	May	June	Jul	Aug	Sept	Oct	Nov	Dec
Entrance Gates Open	05:30	05:30	05:30	06:00	06:00	06:00	06:00	06:00	06:00	05:30	05:30	05:30
Camp Gates Open	04:30	05:30	05:30	06:00	06:00	06:00	06:00	06:00	06:00	05:30	04:30	04:30
All Gates Close	18:30	18:30	18:00	18:00	17:30	17:30	17:30	18:00	18:00	18:00	18:30	18:30

- The Operator is obliged to procure adequate insurance for the Skukuza Airport and other insurable properties including property and casualty insurance, business interruption insurance, third party liability and employer’s liability insurance.
- The Operator will be responsible for Capital Investment required for the following:
 - Purchase of Fire fighting equipment (as per the CAA regulations for the specific category airport);
 - Upgrading, alteration and renovation of the interior of the Skukuza Airport building in line with CAAA regulations, i.e. screening and security facilities, etc;
 - Purchase and erecting of 2 wind socks; and
 - Other capital which may be required as per the CAA regulations.

10.8 PRINCIPAL OBLIGATIONS OF SANPARKS

- SANParks shall give reasonable assistance in the form of advice, introductions and documentary support to the Operator in its dealings with Relevant Authorities and otherwise in connection with obtaining the necessary licenses and permits.
- SANParks will cooperate with Operators regarding the marketing and promotion of the Skukuza Airport, and shall make available any such studies or material as may be relevant to the Skukuza Airport. SANParks shall have no liability to the Operator for the number of visitors to the Kruger National Park, or for any reduction or fluctuation thereof.

- SANParks will operate and manage the Park and will promote it in such manner as to ensure the continued viability and sustainability of the Kruger National Park as an attractive tourist and conservation undertaking.
- SANParks will be responsible for maintenance as outlined in 10.5

11. PROPOSED TENDER TIMETABLE

ACTION	DATE/S
Public Advertisements	19 October 2008
Due Diligence and Site Visit	28 October 2008
Bidders Conference	10 November 2008
Submission by Bidders of Comments & Questions on RFP and Agreement	17 November 2008
Distribute Written Answers to Questions	19 November 2008
Tender Bid Submissions	5 January 2009
Tender Adjudication	8/9 January 2008
SANParks EXCO and / or Board Ratification	Mid Jan 2009
Opening of financial envelopes and notification of winning bidder	Following Ratification
Contract Signature	End January 2009
Handover to new Operator	February 2009 – mid March 2009
New Operator Contract commences	15 March 2009

12. **BIDDING PROCESS**

SANParks invites prospective investors and operators to submit bids in line with SANParks' mandate for the operation and management of the Skukuza Airport. Interested parties will be expected to submit the bids as outlined in the RFP document to the following address:

SOUTH AFRICAN NATIONAL PARKS

James Daniels

Manager: Business Development

P O Box 787

PRETORIA, 0001

643 Leyds Street

Muckleneuk, Pretoria

Telephone: (012) 426 5280

Cell phone: 083 679 0472

Facsimile: 086 543 6796

E-mail: jamesd@sanparks.org

Please refer to the Request for Proposal (“RFP”) document which outlines the bid submission date as well as adjudication criteria of the bids.