

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

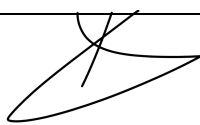
NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

DOCUMENT CONTROL SHEET

Revision			
Drafted By	Date:	Name: NMAH Ms N. Mbalo	Signature:
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Advert Approved By:	Date:	Name: Mr P Mtheleli	Signature:

1. **Invitation to Bid (SBD 1)**
 - Part 1 – Conditions of Bid**
 - Part 2 – Conditions of Contract and Operational Requirements**
 - Part 3 – Bid Strategy**
 - Part 4 – Terms of Reference**
 - Part 5 – Bid Forms and related documentation**
 - Schedule A** – Government Procurement: General Conditions of Contract
 - Schedule B** – CSD Registration forms
 - Schedule C** – Pricing Schedule SBD 3.1 & 3.2)
 - Schedule D** – Declaration of Interest (SBD 4)
 - Schedule E** – Qualifications and experience
 - Schedule F** – Organisation type
 - Schedule G** – Organisational Structure
 - Schedule H** – Details of Bidder’s nearest office
 - Schedule I** – Financial Particulars
 - Schedule J** - Preference Points Claim Forms (SBD 6.1)
 - Schedule K - Certification attendance of site inspection**

2. DEFINITIONS

The rules of interpretation and defined terms contained in the General Conditions of Contract (GCC) shall apply to this invitation to bid unless the context requires otherwise.

In addition the following terms used in this invitation to bid shall, unless indicated otherwise, have the meanings assigned to such terms in the table below.

ECDoH	means the Eastern Cape Department of Health acting for and on behalf of the Eastern Cape Provincial Government;
Invitation to bid	means this invitation to bid comprising <ul style="list-style-type: none"> o The cover page and the table of content and definitions o Part 1 which details the Conditions of Bid; o Part 2 which details the Conditions of Contract and Operational Requirements; o Part 3 which details the bid strategy o Part 4 which details the Terms of Reference relating to the Technology / Services o Part 5 which contains all the requisite bid forms and certificates; As read with GCC – <i>General Conditions of Contract</i>
Services	means the services defined on the cover page of this invitation to bid and described in detail in the Terms of Reference;
Terms of Reference	means the Terms of Reference contained in Part 4 of this invitation to bid;

PART 1
Conditions of Bid

1. BACKGROUND AND INTRODUCTORY PROVISIONS

Refer to Part 3 of this invitation to bid for background and introductory information relating to the Services and this invitation to bid.

2. OFFER AND SPECIAL CONDITIONS

2.1. Without detracting from the generality of clause 2.2 below, bidders must submit a completed and signed Invitation to Bid form (SBD 1) and requisite bid forms attached as Part 5 with their bids. Bidders must take careful note of the special conditions.

2.2. **All bids submitted in reply to this invitation to bid should incorporate all the forms, parts, certificates and other documentation forming part of this invitation to bid, duly completed where required.**

2.3. **It is a requirement that the bidder must attach proof of registration with (CSD) Central Supplier Database. Failure to submit will invalidate your bid.**

2.4. In the event that any form or certificate provided in Part 5 of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided and the bidder should refer to such annexure in the form or certificate provided.

2.5. Training Programmes

The bidder must submit a comprehensive and detailed training programmes within prescribed guidelines under the following categories

1. Occupational health and safety
2. Infection control measures
3. Use of Equipment
4. Food preparation methods

2.6 Contingency Plan

The successful bidder is required to render an un-interrupted services:

2.7 Recruitment Strategy

The successful bidder to provide proof within the first three months that all new employees are residence at King Sabata Dalindyebo municipality. The staff will be employed on a yearly basis as the hospital will be appointing some of them permanently. The rate per staff category is needed as each category employed will be reduced from the company depending on the availability of budget from the department. The tender can be awarded with or without the labor office but only overheads

3. CLOSING TIME OF BIDS AND PROVISIONS RELATING TO SUBMISSION OF BIDS

3.1. The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.

- 3.2. All bids must be submitted in a sealed envelope bearing the bid number, bid description and closing date.
- 3.3. All bids must be received before the closing time and date stipulated above and must be posted to or deposited in the bid box at the address detailed on the cover page of this invitation to bid.

4. ENQUIRIES

Should any bidder have any enquiries relating to this invitation to bid, such inquiries may only be addressed to the person detailed on the cover page to this invitation to bid at the number/s stipulated.

5. BID BRIEFING & SITE INSPECTION

- 5.1 An information sharing briefing meeting and site inspection will be held in respect of this invitation to bid. The details of the briefing and site inspection are set out on the cover page of this invitation to bid.
- 5.2 The purpose of the information briefing meeting shall be to enable the prospective bidders to acquaint themselves with the requirements relating to the Service.
- 5.3 Any bidder who fails to attend the information sharing day can send a request for clarity questions on the email provided above.
- 5.4 Bidders will be required to sign the attendance register on the date of the visit. The signature of these documents will constitute proof of attendance. **The information sharing briefing will be held on 19th November 2024 at the Nelson Mandela Academic Hospital. Mthatha Resource Centre, Nelson Mandela Drive, Mthatha 5100, at 11H00** as detailed on the above page.

6. CENTRAL SUPPLIER DATABASE REGISTRATION FORMS

Recent valid Central Supplier Database registration forms to be submitted with the bid document. Tax compliant status.

7. PRICING

- 7.1 The bidder must submit details regarding the bid price for the Services on the Pricing Schedule form/s attached as Part 5 – Schedule C which completed form/s must be submitted together with the bid documents. **It is a requirement of this bid that the bid price be firm for the first year. Price adjustments will be allowed as per Consumer Price Index (CPI) for the remaining period.**
- 7.2 **Pricing must be stipulated INCLUSIVE OF VALUE ADDED TAX.**
- 7.3 It is an express requirement of this invitation to bid that the bidders provide some transparency in respect to their pricing approach. In this regard, bidders must indicate the basis on which they have calculated their pricing by completing all aspects of the Pricing Schedule form Part 5 – Schedule C. Failure to do so will invalidate your bid.

8. DECLARATION OF INTEREST

The bidder should submit a duly signed declaration of interest (disclosure SBD 4) together with the bid. The declaration of interest is attached as Part 5 – Schedule D.

9. QUALIFICATIONS OF BIDDERS

Bidders must submit detailed information **including certified copies of certificates** together with their bid of their experience in the relevant trade together with present contracts (**description of contract, contract period, contact person and telephone numbers including cellular numbers**). These details should be submitted together with the bid on the form attached as Part 5 – Schedule E. **If no details are included in the bid, it would be accepted that the bidder does not have experience.**

10. PARTNERSHIPS AND LEGAL ENTITIES

In the case of the bidder being a partnership, close corporation or a company all certificates (CK documents) reflecting the names, identity numbers and address of the partners, members or directors (as the case may be) must be submitted with the bid. These details should be submitted on the form attached as Part 5 – Schedule F.

11. CONSORTIUM/JOINT VENTURE

11.1 It is recognized that bidders may wish to form consortia to provide the Services.

11.2 A bid in response to this invitation to bid by a consortium shall comply with the following requirements: -

11.2.1 It shall be signed so as to be legally binding on all consortium members.

11.2.2 One of the members shall be nominated by the others as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members;

11.2.3 The lead member shall be the only authorized party to make legal statements, communicate with the Technical Review Committee and/or the ECDoH and receive instructions for and on behalf of any and all the members of the consortium;

11.2.4 **A copy of the agreement entered into by the consortium members shall be submitted with the bid.** Otherwise, the bid will be disqualified.

12. ORGANISATIONAL PRINCIPLES

The bidder should submit a clear indication of the envisaged authorized organizational principles, procedures and functions for an effective delivery of the required Service at the relevant Institutions with the bid. These details should be submitted on the form attached as Part 5 – Schedule G

13. DETAILS OF THE PROSPECTIVE BIDDERS NEAREST OFFICE TO THE LOCATION OF THE CONTRACT

The bidder should provide full details regarding the bidders nearest office to the Institutions at which the Services are to be provided (see Part 4 of this invitation to bid). These details should be provided on the form attached as Part 5 – Schedule H which completed form, must be submitted together with the bid.

14. FINANCIAL PARTICULARS

Bidder must provide full details regarding its financial particulars and standing, which particulars should be submitted together with the bid on the form attached as Part 5- Schedule I. **If no such details are submitted it would be assumed that the bidder is not in good standing with his/her financial institutions and his/her bid will be regarded as non- responsive. Audited financial statements should carry a date stamp.**

15. PREFERENCE POINTS CLAIM FORMS

Part 5 – Schedule J contains the Preference Points Claim Forms in terms of Preferential Procurement Regulations to be completed and signed by the bidder to the extent applicable and returned with this bid.

16. VALIDITY

Bid documentation submitted by the bidder will be valid and open for acceptance for a period of **120 (one hundred and twenty)** calendar days from the closing date and time stipulated on the front cover of this invitation to bid.

17. ACCEPTANCE OF BIDS

The State, the Eastern Cape Provincial Government and the ECDoH (as the case may be) does not bind itself to accept either the lowest or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the State even if it implies a waiver by the State, the Eastern Cape Provincial Government or the ECDoH, (as the case may be) of certain requirements which the State, the Eastern Cape Provincial Government or the ECDoH, (as the case may be) considers to be of minor importance and not complied with by the bidder.

18. NO RIGHTS OR CLAIMS

- 18.1 Receipt of the invitation to bid does not confer any right on any party in respect of the Services or in respect of or against the State, the Eastern Cape Provincial Government or the ECDoH. The State, the Eastern Cape Provincial Government and the ECDoH (as the case may be) reserves the right, in its sole discretion, to withdraw by notice to bidders any Services or combination of Services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid on notice to the bidders without liability to any party. Accordingly, parties have no rights, expressed or implied, with respect to any of the Services as a result of their participation in the bid process.
- 18.2 Neither the State, the Eastern Cape Provincial Government, the ECDoH, nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligations for any costs or expenses incurred by any party in or associated with any appraisal and/or investigation relating to this invitation to bid or the subsequent submission of a bid in response to this invitation to bid in respect of the Services or any other costs, expenses or liabilities of whatsoever nature and howsoever incurred by bidders in connection with or arising out of the bid process.

19. NON-DISCLOSURE, CONFIDENTIALITY AND SECURITY

- 19.1 The invitation to bid and its contents are made available on condition that they are used in connection with the bid process set out in the invitation to bid and for no other purpose. All

information pertaining to this invitation to bid and its contents shall be regarded as restricted and divulged on a "need to know" bases with the approval of the ECDoH.

- 19.2 In the event that the bidder is appointed pursuant to this invitation to bid such bidder may be subject to security clearance prior to commencement of the Services.

20. ACCURACY OF INFORMATION

- 20.1 The information contained in the invitation to bid has been prepared in good faith. Neither the State, the Eastern Cape Provincial Government, the ECDoH nor any of their respective directors, advisors, officers, employees, agents, representatives make any representation or warranty or give any undertaking express or implied, or accept any responsibility or liability whatsoever, as to the contents, accuracy or completeness of the information contained in the invitation to bid, or any other written or oral information made available in connection with the bid and nothing contained herein is, or shall be relied upon as a promise or representation, whether as to the past or the future.
- 20.2 This invitation to bid may not contain all the information that may be required to evaluate a possible submission of a response to this invitation to bid. The bidder should conduct its own independent analysis of the operations to the extent required to enable it to respond to this bid.

21. COMPETITION

- 21.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the bidding process which serves to limit competition amongst bidders.
- 21.2 In general, the attention of bidders is drawn to Section 4(1)(iii) of the Competition Act 1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive bidding.
- 21.3 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make, they are encouraged to discuss their position with the competition authorities before submitting a response.
- 21.4 Any correspondence or process of any kind between bidders and the competition authorities must be documented in the responses to this invitation to bid.

22. RESERVATION OF RIGHTS

- 22.1 Without limitation to any other rights of the ECDoH (whether otherwise reserved in this invitation to bid or under law), the ECDoH expressly reserves the right to:-
- 22.1.1 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;
- 22.1.2 Amend the bidding process, including the timetables, closing date and any other date at its sole discretion;
- 22.1.3 Reject all responses submitted by bidders and embark on a new bid process.
- 22.1.4 Award the bid to more than one bidder.
- 22.1.5 Award all or part of the document (labor force and other)

• Race	20%	2
• Women	20%	2
• Disability	20%	2
Youth	10%	1
Military Veterans	10%	1
Locality (within the borders of Eastern Cape province)	20%	2
TOTAL	100%	10

- a) A bidder must submit proof of specific goals to justify points claimed.
- b) A bidder failing to submit proof of specific Goals may not be disqualified, but may only score points out of 90 price, and scores 0 points out of 10 for Specific Goals.
- c) The Specific Goals supporting documents required to verify claimed points may in line with the specific requirements include:
 - CSD report (must be recent within 7 days from closing date):
 - CIPRO Certificate and/or ID copies (must be certified with original stamp within 3 months from closing date of bid/quote):
 - Medical Certificate / Doctor's medical report (Impairment should be substantially limiting long term or of recurring nature)
 - Municipal accounts or proof of address

THE POINTS SCORED FOR THE SPECIFIC GOAL SHALL BE ADDED TO THE POINTS SCORED FOR PRICE AND THE TOTAL SHALL BE ROUNDED OFF TO THE NEAREST TWO DECIMAL PLACES.

25. STAGE 1: ADMINISTRATIVE COMPLIANCE/ PRE-QUALIFICATION EVALUATION AND MANDATORY REQUIREMENTS

25.1 ECDOH has defined minimum pre-qualification criteria that must be met by the Bidder in order for ECDoH to accept a bid for evaluation. In this regard a pre-qualification verification will be carried out by ECDoH in order to determine whether a bid complies in this regard.

25.2 Where the Bidder's bid fails to comply fully with any of the pre-qualification criteria, or ECDoH is for any reason unable to verify whether the pre-qualification criteria are fully complied with, ECDoH will have the right to either:

25.2.1 reject the Bid in question and not to evaluate it at all;

25.2.2 give the Bidder an opportunity to submit and/or supplement the information and/or documentation provided by it under its Bid so as to achieve full compliance with the pre-qualification criteria, provided that such information and/or documentation can be provided within a period of 7 (seven) days, or such alternative period as ECDoH may determine, of it being requested by ECDoH and is administrative in nature, as opposed to forming a material part of the Bidder's Bid;

25.2.3 in any event permit the bid to be evaluated, subject to the outstanding information and/or documentation being submitted prior to the award of the Bid.

26. The following criteria shall apply:

- 26.1 The bid documentation must be completed comprehensively and correctly.
- 26.2 Declaration forms (SBD) 4,
- 26.3 **Bidders may attend the information sharing meeting and this Meeting will be recorded as such in the register and be issued with an attendance certificate stamped and signed by a departmental official. The information sharing is NOT compulsory but will be beneficial for bidders to attend to address issues of clarity.**
- 26.4 Bidders must be a legal entity or partnership (consortia/joint ventures are acceptable subject to Paragraph 11 of Part 1 of the Bid Document).
27. **The bidder must provide the following Mandatory Requirements.**
- 27.1 **The service provider must submit with the bid a certificate of acceptability (issued by District /Metro Municipality) from the milk parlour and TBCA certificate (issued by the Department of Rural Development and Agrarian Reform) of the farm where milk will be sourced and an agreement therewith to be attached as proof.**
- 27.2 **Attach registration certificate of the abattoir where meat is to be sourced.**

Prospective bidders are required to submit documents as per the following checklist;

#	<i>Requirement</i>	Complied		Comment
		YES	NO	
1	Administration Compliance			
A	CSD Registration Certificate			
B	Invitation to Bid (SBD1) completed and signed			
C	Pricing Schedule (SBD 3.1)			
D	Declaration of Interest (SBD 4)			
E	Preferential Points Claim (SBD 6.1)			
F	Submission of Company Profile and Technical proposal with CVs and certificates of team members where applicable. This is important to demonstrate capacity of the bidder			
H	JV agreement (if applicable)			
2	MANDATORY REQUIREMENTS			
I	The service provider must submit with the bid a certificate of acceptability (issued by District /Metro Municipality) from the milk parlour and TBCA certificate (issued by the Department of Rural Development and Agrarian Reform) of the farm where milk will be sourced and an agreement therewith to be attached as proof.			
J	Attach registration certificate of the abattoir where meat is to be sourced.			

28. Stage 2: Functionality Evaluation

28.1 All points scored by qualifying bidders will not be taken into consideration for price evaluation.

The following evaluation Functionality Scoring Matrix is applicable. Prospective bidders are required to obtain a minimum threshold of **70 percent** out of 100 percent to proceed to the next stage of price evaluation. Any bidder(s) who do not meet the required threshold will be disqualified and not considered any further.

28.2 2nd Stage Evaluation

FUNCTIONALITY EVALUATION SCORING

ITEM	CRITERIA	SUB-CRITERIA Score	Documentary Evidence	Maximum Weight
1	Previous experience in catering services provided in South Africa in:			30
1.1	Experience of the Service Provider (entity) in providing industrial catering services (Institutions in Hospitals, tertiary, central)	Less than 2yrs – 0 2-3 years = 5 4-5 years = 10 6+ years = 20	Client reference letters signed by senior management of the organization where similar service has been rendered with a specific period with detailed recommendation and the value of the contract.	20
1.2	Experience of the Service Provider (entity) in providing industrial catering services (Institutions in Hospitals, Hotels, Schools)	Less than 3yrs – 0 3-4 years = 5 5 + years = 10	Client reference letters signed by senior management of the organization where similar service has been rendered with a specific period with detailed recommendations and the value of the contract.	10
2	Experience of key personnel: (as per the required number in the bid)			35
2.1	Experience of Food service Manager in a food service unit	+5 years	CV plus reference letter signed by client where service was rendered on the letter head .	10
2.2	Experience of Food service supervisor in the food service unit	+3 years	CV plus reference letter signed by client where service was rendered on the letter head .	05
2.3	Experience of the Senior Cook in an industrial catering service (Institutions of higher learning, Hospitals, Hotels)	+3 years	CV plus reference letter signed by client where service was rendered on the letter head.	10
2.4	Availability of Skilled Cooks in similar services	+2 years Less than 10 =0 10 - 12= 5 12 + years =10	CV plus reference letter signed by client where service was rendered on the letter head.	10
3	Qualifications of key personnel			20
3.1	Qualifications of the Food Service Manager	Grade 12 + national Diploma/degree in Food Service or Hospitality Management	Copy of Certified Educational Certificate	10
3.2	Qualifications of Food service Supervisor	Grade 12 with short courses in catering services	Copy of Certified Educational Certificate	5
3.3	Qualifications of Cooks	Grade 12 with short courses in catering services	Copy of Certified Educational Certificate	5
4.	Financial			10
4.1	Financial Capacity	Less than R1.5 million = 0 R 1.5 million – R5 million = 5	Nett worth of the Company (To attach audited Financial Statement, or a confirmation letter from a reputable financial institution.	10

		More R5 million + = 10 OR Submit a letter from a reputable financial institution confirming Financial assistance = 10		
5.	Pest Control			5
5.1	Accredited Pest control service provider	Produce Certificate =5	Certified copy of accreditation certificates.	5
TOTAL				100
Minimum qualifying score				70

NOTE:

1. A bidder that scores less than 70 points with respect to functionality will be regarded as submitting a non -responsive bid and will be disqualified.
2. Only bidders that obtain 70 points and above will qualify for further evaluation in terms of price and specific goals evaluation.
3. All points scored by qualifying bidders will not be taken into consideration for price evaluation.

29. INFORMATION REQUIRED FOR FUNCTIONALITY

- 29.1 For completeness of the bid proposals must include the following information and provide adequate documentary proof to substantiate the experience and capacity of the service provider: Please complete the table for ease of reference to your proposal. The references must talk about the number of staff required and the number of years needed to qualify. Reference to be contactable (valid phone numbers) and senior personnel in the organisation to sign. Value of the contract and recommendation to be mentioned and proof submitted. Letter stating satisfaction of the service rendered.

No.	DESCRIPTION	YES	NO	ATTACH PROOF	NO YEARS	OF	Number attachments	of
1.	Attach proof in providing catering services in private / public hospital							
2.	Attach proof in providing industrial catering services (hotels, schools and hospitals)							
3.	Experience of the Food Service Manager in catering services in private / public hospitals							
4.	Experience of the Food Service Supervisors in private / public hospital							
5.	Experience of the Cook in private / public hospital							
6.	CVs of senior Cook and complete No of Cooks							

No.	DESCRIPTION	YES	NO	ATTACH PROOF	NO OF YEARS	Number of attachments
7	Copy of the Certified Educational Certificates for senior Cook and Cooks.					
8	CVs of the Food Service Manager and Food Service Supervisors					
9	Copy of the Certified Educational Certificates for Food Service Manager and Food Service Supervisor.					
10	Pest Control Certified copy of accreditation certificates of Provider.					

1. Client Reference for the Service Provider (Firm / Entity) or Attach a separate Annexure						
Client	Project description	Year	Value	Contact person	Email	Fax

2. Client Reference for Catering /Food Service Manager						
Client	Project description	Year	Value	Contact person	Email	Fax

30. Stage 3: Price and Preference Evaluation

30.1 Responsive bids which comply to the 1st stage functionality evaluation will be evaluated on the 90/10-preference point system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) and Regulation 4 of the Procurement Regulations. The 90 points will be allocated for price and 10 points for attaining the specific goals. The bid will be evaluated in terms of the 90/10-point system as stipulated in the revised Preferential Procurement Regulations, 2022.

31. Counteroffers

Bidder's attention is drawn to the fact that counter offers with regard to any of the abovementioned Special Conditions will invalidate such bid.

PART 2

Conditions of Contract and Operational Requirements

1. CONTRACT

The contract for the supply of the required Service in terms of this invitation to bid shall come into being on the date of issue of the letter of acceptance of the bidders bid by the Eastern Cape Department of Health (ECDoH) and shall continue in force for a period of 36 months. The bidder is further obliged for the future support while the contract is in force.

2. FEES AND CHARGES

2.1. The bidder shall stipulate whether the price is firm or non-firm.

2.2. The bidder shall stipulate the basis of adjustment for non-firm prices.

2.3. Price adjustment shall be allowed after the first 12 months of the contract.

2.4 The request for price increase must be supported by the documentary proof to substantiate the claim for price adjustment.

2.5 Payment of any consideration in terms of the contract shall not constitute acceptance of any defective or non-conforming Services or otherwise relieve contractor of any of its obligations under the contract.

2.6 To the extent that the ECDoH disputes the correctness, nature, extent or calculation of any fees or expenses payable to contractor in terms of the contract, ECDoH shall be entitled to withhold payment of such disputed amounts until such time as such dispute is resolved.

3. GENERAL RESPONSIBILITIES OF THE CONTRACTOR

3.1 *The ECDoH's operational requirements.* The contractor shall, in the provision of the required service, have due regard to the operational requirements of the ECDoH and other parties occupying or operating from the relevant institution, clinic and Office and shall not do, or permit to be done, anything which may negatively impact on such parties' operational requirements.

3.2 Problem identification and reporting. The contractor shall be proactive in reporting any matters which it may become aware of which may impact on the business continuity or operations of the ECDoH at the relevant institution, clinic and office. Without detracting from the generality of this statement, contractor shall:-

3.2.1 Without delay inform the ECDoH and the appointed ECDoH Technical Support Manager, of all incidents or accidents which may occur at the relevant Complex which involve contractor's personnel;

3.2.2 Co-operate fully with the ECDoH and its appointed Technical Support Manager in analyzing and investigating such incidents or accidents.

3.3 Other Service Providers The contractor acknowledges that it may be required to provide the Services in conjunction with third party service providers and shall, where requested by the ECDoH, co-operate fully with such persons.

3.4 Regulations and statutes The contractor shall, in the provision of the Services observe and comply with all relevant provisions of all applicable legislation and regulations.

3.5 Compliance with procedures.

It is recorded that during the currency of the contract the ECDoH may implement procedures and policies at the relevant Institution. The contractor shall comply fully with any such reasonable procedures and policies, including the permit to work procedures and health and safety procedures.

3.6 The contractor shall ensure that it and its personnel shall at all times comply fully with any safety, fire, emergency and security procedures and policies applicable at the relevant Institution.

3.7 Should the ECDoH at any time believe that any member of contractor's personnel is failing to comply with any such procedures or policies, the ECDoH shall be entitled to deny such personnel member access to the relevant premises and require contractor to replace such person without delay.

3.8 Contractor's procedures The contractor shall, upon receipt of written request from the ECDoH or its appointed Technical Support Manager:-

Provide the ECDoH with copies of all contractor's operating procedures and processes relating to the Services;

3.9 Provision of Services in clean and tidy manner. The contractor shall ensure that the Services are provided in a clean and tidy manner.

4. HAZARDOUS MATERIALS

The contractor will be held liable for any expenses that may be incurred by the ECDOH as a result of damage to property and injury to personnel as a result of poor quality products.

5. FIRE RISKS

The contractor shall ensure that its personnel shall, if at any time they believe that any matter constitutes a fire risk, report this immediately to the ECDoH/Institution and take such remedial action as may be necessary.

6. ENERGY MANAGEMENT

The contractor shall comply fully with the energy management strategy implemented at the relevant Institution from time to time and shall provide the Services in an energy efficient manner.

7. OCCUPATIONAL HEALTH AND SAFETY

In this clause the term "Act" shall mean the Occupational Health & Safety Act, No. 85 of 1993, as amended from time to time, (including any act which may take its place should it be repealed during the currency of the agreement between the parties) as read with all regulations and standards promulgated in terms of the former Machinery and Occupational Act, No 6 of 1983, as amended, and all regulations & standards promulgated in terms of the Occupational Health & Safety Act from time to time;

The contractor:-

- ❖ acknowledges that he is fully aware of the terms and conditions of the Act;
- ❖ acknowledges that he is an employer in its own right with duties and responsibilities as prescribed in the Act;
- ❖ agrees to comply with all rules and regulations implemented by or on behalf of the ECDoH at the relevant Institution in covering letter relating to health and safety and will inform the ECDoH immediately should contractor for any reason be unable to comply with the provisions of the Act and such rules and regulations.

8. SERVICE LEVEL AGREEMENT

It is recorded that the ECDoH and the service provider may from time to time agree in writing to additional quality requirements (whether engaged in a service contract or when repair is required out of guarantee without the maintenance contract option) and standards relating to the maintenance together with performance measurement provisions, which quality requirements, performance measurement provisions shall be reduced to writing in a service level agreement if required and signed by both parties.

9. PERFORMANCE MEASUREMENT PROVISIONS

9.1 *Introduction.*

Contractor shall provide the Services during the term of the contract in compliance with the quality and related standards stipulated in the Terms of Reference and the service level agreement (if any) contemplated in clause 11 above.

The provisions of Clause 10 document contains the manner in which contractor's performance will be measured throughout the term of the contract.

9.2 **Compliance.** For purposes of the contract the compliance by contractor with the stipulated responsibilities and service standards will be determined:-

- with reference to reports provided by contractor;
- with reference to reports or complaints received from third parties;
- by means of user satisfaction surveys conducted by ECDoH

- by means of service reviews, inspections or any audit carried out by or on behalf of the ECDoH.

9.3 Records. Contractor shall at all times keep full and accurate records of all Services provided in terms of the contract and shall retain such records for the currency of the contract. Upon termination of the contract such records must be provided to the ECDoH upon request.

9.4 Measurement of performance

- Periodic checks: ECDoH and/or its appointed Technical Support Manager shall carry out periodic checks (the intervals to be determined by ECDoH) the purpose of which shall be to determine whether contractor is providing the Services in accordance with the terms and conditions of the contract if accepted by ECDoH.
- Service complaints: All service complaints, deviations, non-conforming services and suggestions that are reported to contractor by ECDoH, its appointed facilities manager, or any other party shall be given proper and speedy consideration by contractor. The Contractor shall investigate complaints, deviations and non-conforming services in accordance with procedures approved by the ECDoH.
- User satisfaction survey: A user satisfaction survey shall be conducted by ECDoH at such intervals as ECDoH may determine to assess service user satisfaction. The user satisfaction survey shall be conducted in such form and in accordance with such procedures as the parties may agree to in writing from time to time.

10. **Results of checks, audits and surveys** ECDoH shall be entitled to utilise the findings of the surveys, checks, audits findings of the surveys, checks, audits and reports contemplated above to determine compliance by contractor with the service standards and responsibilities stipulated in the contract. It is recorded that the results of the above checks shall, save to the extent that contractor can prove otherwise be binding on contractor and ECDoH shall be entitled to exercise its remedies stipulated in the contract based on such findings.

11. BREACH AND TERMINATION

Bidders are referred to Paragraph 23 of General Conditions of Contract (GCC) relating to failure to comply with conditions of this contract.

12. LOSS AND DAMAGE

Contractor hereby indemnifies the State, and will hold the State harmless, against any loss or damages which the State may suffer, or any claims lodged against the State by any third party arising out of or relating to any loss that the State or such third party may suffer as a result of, or arising out of any act or omission of any personnel of contractor or the failure of contractor to provide the Services in accordance with the provisions of the contract.

13. SUB-CONTRACTORS

Contractor may only sub-contract its obligations under the contract with the prior written consent of the ECDoH (or any other authorized authority) and then only to a person and to the extent approved by the ECDoH or such authority and upon such terms and conditions as the ECDoH or such authority require. It is recorded that where such consent is given contractor shall remain liable to ECDoH for the performance of the Services.

PART 3
BID STRATEGY
NELSON MANDELA CENTRAL HOSPITAL SOFT SERVICES

SCMU3-24/25-0444-NMA : PROVISION OF CATERING AND RELATED SERVICES AT THE NELSON MANDELA CENTRAL HOSPITAL

1. INTRODUCTION

The Department of Health, Eastern Cape, is giving consideration to appointing a contractor to provide the 'soft' Facilities Management services, for three years (36 months) at the Nelson Mandela Academic Hospital located in Mthatha, Eastern Cape which comprises of Bedford Orthopedic Unit, which comprises of Mental Health Unit. The following is bed availability.

- NMAH 576 gazetted beds and 74 unofficial beds. **Total beds 650**
- Bedford Orthopedic Hospital (BOU), 190 beds.
- New Mental Unit – NMU, 60 beds
- Oncology & Urology (Sir Henry Elliot) 60 beds
- Cochlear Implant unit NMAH about 10 beds

2. GENERAL

It is proposed that these four (4) centers mentioned above be run as a single management unit for all services.

Contractors are requested to fully familiarize themselves with the total layout area, requirements and complexities of the buildings, during the bidding period, for all aspects of the service, they are bidding on in order to provide everything necessary to fully satisfy the requirements of the documents and to ensure a complete, market related and competitive bid is submitted.

No additions to the bid will be allowed, after the bid is submitted, for any unforeseen costs by the contractor, during the stage.

2.1 THE NELSON MANDELA ACADEMIC HOSPITAL OVERVIEW (Specialist Hospital)

The NMAH is a 576 gazetted beds and additional 74 unofficial beds, 36 ward hospital located in Mthatha, Eastern Cape Province.2.1

The main facilities at the hospital are provided in a number of linked or adjacent buildings which include the main hospital building, kitchens and catering facility.

2.2 THE MTHATHA MENTAL HEALTH UNIT

The Mthatha Mental Health Unit is a 60 beds (2 wards forming part of Nelson Mandela Central Hospital) mental institution and is located within the grounds of the NMCH. Food preparation will be done at NMCH Kitchen.

2.3 COCHLEAR IMPLANT UNIT

The cochlear implant unit is situated on the main NMAH site and caters for toddlers that underwent medical procedures. The headcount will vary up to eight. Food will be prepared at NMAH kitchen, plated and transported to the unit approximately 1km from kitchen.

2.4 SIR HENRY ELLIOT

Sir Henry Elliot 60 bed, that might vary depending on the number of patients (about 70 years old) is situated ± 11km from NMAH and consist of newly renovated wards. Food will be prepared at the main kitchen in the NMAH and must be transported and served at Sir Henry Elliot.

2.5 THE BEDFORD ORTHOPEDIC UNIT

The BOH is a 190 bed, 7 wards hospital located ± 11 km from the above hospitals also in Mthatha, Eastern Cape Province. It is approximately 50 years old but the administration building and 60 bed specialist spinal unit have been built recently. BOU has its own kitchen for food preparation:

3. STAFFING STRATEGY

Bidders are to allow for the following staff provision: -

Managerial requirements	Staff	Bidders are to allow for the management component (Project Manager) required for this service.																																																														
Operational requirements	Staff	Bidders will be required to utilize the existing component of food preparation personnel of the complex as listed below.																																																														
		<table border="1"> <tr> <td>Departmental kitchen Staff</td> <td>BOH</td> <td>NMCH</td> <td>TOTAL</td> </tr> <tr> <td></td> <td>01</td> <td>02</td> <td>03</td> </tr> <tr> <td>Service provider's staff needed</td> <td>BOH</td> <td>NMCH</td> <td>TOTAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>			Departmental kitchen Staff	BOH	NMCH	TOTAL		01	02	03	Service provider's staff needed	BOH	NMCH	TOTAL																																																
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<p>BIDDERS MUST NOTE THAT A FULL NAME LIST OF STAFF MEMBERS, TO BE CONTRACTED FOR THIS PROJECT, TOGETHER WITH CERTIFIED ID COPIES, CERTIFIED ACADEMIC CERTIFICATES, YEARS OF RELEVANT EXPERIENCE OF THE KEY PERSONNEL EG, FOOD SERVICE MANAGERS MUST BE SUBMITTED BEFORE COMMENCEMENT OF THE CONTRACT.FAILURE TO DO SO WILL INVALIDATE THE CONTRACT/BID REGARDLESS OF THE APPOINTMENT LETTER.</p>																																																																

The contract in total is to be managed centrally from NMAH.

Cooking pots as well as utensils will form part of the tender as the contractor will have to supply those if additional stock is needed after verification. Items procured to be billed separately with proof of need and delivery. Prices quoted to be Compared with industry standards.

The successful bidder will be required to enter into a written contract/SLA with NMAH, This contract will contain performance penalties based on service level agreements based on Part 4 – Specifications. These penalties will be negotiated by all parties prior to the signing of the above contract.

SERVICE PROVIDERS WILL BE EXPECTED TO MAKE USE OF LOCAL (MTHATHA) LABOUR AS MUCH AS POSSIBLE ESPECIALLY WITH REGARD LOWER LEVELS/RANKS. LABOUR FORCE WILL BE TAKEN ON A REVISED CONTRACT BASES WHICH WIL BE GUIDED BY THE NUMBER TAKEN OVER BY THE INSTITUION AS PART OF THE INSOURCING STRATEGY. EACH YEAR A CERTAIN NUMBER WILL BE EMPLOYED BY DEPARTMENT AND BE REDUCED FROM THE SERVICE PROVIDER BILL. RATE PER CATEGORY TO BE DETERMINED AND QUOTED CLEARLY. THE LABOUR RATES AND ALLOWANCE TO BE QUOTED AS PER LAW OF THE RSA. WAGES PER BARGAINING COUNCIL STIPULATIONS.

PART 4:

TERMS OF REFERENCE

**NELSON MANDELA CENTRAL HOSPITAL
SOFT SERVICES BID –CATERING AND RELATED SERVICES**

SPECIFICATIONS

INDEX

1. Definition and Interpretation
2. Scope of Services and General Responsibilities
3. Catering Services
4. Additional responsibilities relating to commodities
5. Additional responsibilities relating to patient meals
6. Function and Hospitality Service
7. Cutlery and Crockery
8. Vending Machine
9. Administration Procedures
10. Food server trolleys
11. Protective clothing
12. Medical screening of all staff members
13. Service level agreements
14. Menu price schedule
15. Liaison

APPENDIXES:-

Appendix 1 – Patient Catering Menu's

1. DEFINITION AND INTERPRETATION

Any reference to “this Specification/Terms of reference” shall refer to this Patient Catering Specification/Terms of reference (including the Appendices hereto).

Where any capitalized term is used in this Specification/Terms of reference without being defined below, such term shall bear the meaning assigned to such term.

In this Specification/Terms of reference the following words and phrases shall have the following meanings unless the context otherwise requires:

“Catering Users”	means all In Patients, Out Patients, Visitors and Staff who are users of the Catering Services;
“Contractor’s Hygiene Policy”	means the standard hygiene policy supplied by the contractor at time of commencement., or such amendments thereto or replacement policy as agreed between the parties from time to time;
“Food Service Manager”	means the professional manager suitably qualified with a 3 year diploma in Hospitality or Food Service management to understand the catering & nutrition needs and dietetic needs employed by the contractors in respect of the catering services;
“Cook”	Means a person with a high school education and further on the job training/experience as a cook and be able to prepare heated food in an industrial kitchen environment complying with this output specification.
“Chef”	Means a person with a high school education and further recognized Chef Training (supported by a certificates) as a chef and be able to prepare heated food in an industrial kitchen environment complying with this output specification.
“Facilities Manager”	means the facilities manager employed or contracted by NMAH to manage the facility and its related service centers, including such party’s delegated authority or persons appointed or designated by the Facilities Manager to perform functions on behalf of the Facilities Manager;
“Financial Manager”	means the financial manager employed by the Contractor in respect of the Catering Services;
“Food Supplement”	means food supplements and/or substitutes provided by the required in addition to or in place of the Patient Catering Menu to meet the nutritional requirements of a Catering User;
“In Patients”	means a patient who requires admission to a ward at the Catering Site;
“Meal Times”	means the following times at which meals are to be provided to In Patients :- <ul style="list-style-type: none">• Early morning tea [06h00 – 06h30]• Breakfast including morning tea [08h00 – 09h00]• Lunch [12h00 – 13h00]• Afternoon liquid refreshment (Diabetics only) [15h00 – 15h30]• Dinner [17h00 – 18h00]• Evening snack and liquid refreshment [20h00 – 20h30]

- ***Bidders must note that the serving times can change upon written instruction of the Facilities Manager***

“Non Patient Catering Service”	means the catering service to be provided by the Contractor to day visitors, staff and incidental users in accordance with the provisions of this Specification/Terms of reference;
“Other Patients”	means a Patient who is not an In Patient or an Out Patient;
“Out Patient”	means a patient who is not admitted to the Catering Site for an overnight stay;
“Output Specification”	means the output based definition of the Service obligations of the Contractor which is identified by being printed in bold italics and as may be detailed under the heading Output Specifications in the various tables contained in this Specification/Terms of reference;
“Patient Catering Menus”	means the menu/s supplied by NMAH as attached hereto as Appendix 1;
“Catering Service”	means the Catering Service to be provided by the Contractor in accordance with the provisions of this Specification/Terms of reference;
“Catering Site”	means the NELSON MANDELA ACADEMIC HOSPITAL ;
“Production Manager”	means the production manager employed by the Contractor in respect of the Catering Services;
“Religious Diet”	means a diet that meets the needs of the Catering Users who require a diet based on their religious requirements;
“Service Standards”	means the service levels and criteria set out in this Specification/Terms of reference;
“Service Hours”	the hours between 05h00 and 22h00;
“Staff”	means the staff employed by the Contractor or NMAH & BOH ;
“Standard Recipes”	means the standard recipes supplied by the contractor at time of appointment., or such amendments thereto or replacement as agreed between the parties from time to time;
“Therapeutic Diet”	means a diet for a specific condition that contributes to its cure;
“Vegan Diet”	means a diet that excludes meat, poultry, fish and dairy products;
“Vegetarian Diet”	means a diet that excludes meat, poultry and fish products;
“Visitor”	Means any visitor to NMAH;

2. SCOPE OF SERVICES AND GENERAL RESPONSIBILITIES

2.1 NMAH shall: -

- 2.1.1 provide at its own cost the equipment in the kitchens for the efficient delivery of the Catering Service; The cost of any maintenance and/or repairs of all departmental equipment, hardware, will be for the account of NMAH;
- 2.1.2 NMAH shall provide the contractor with separate Staff facilities as agreed between the Parties within the NMAH, to enable the Contractor to provide the catering service. The sizes of such facilities are fixed and non-negotiable. Should the contractor require additional facilities it is the responsibility of the contractor to source and pay for same.
- 2.1.3 NMAH shall monitor and record the usage of electricity, LP gas, water and steam. Abuse of these services will be recovered from the successful service provider.

2.2 The Contractor shall :-

- 2.2.1 Provide the NMAH with crockery, utensils and any other items required for the efficient delivery of the Catering Service. The maintenance and repairs of such equipment/utensils supplied over and above the equipment provided in 2.1.1 above will be for the account of the contractor.
- 2.2.2 Provide the NMAH with good quality, safe, wholesome and nutritious meals, snacks and beverages for all catering users in accordance with clause 3 of this Specification/Terms of reference and the Services Standards;
- 2.2.3 Provide a preparation and serving service to the hospitals. **NOTE CONTRACTORS HAVE TO ALSO PROVIDE FOR FOOD SERVERS IN WARDS (AT LEAST TWO PERSON(S) FOR EVERY WARD) until department takes over the staff or contract ends.**
- 2.2.4 ensure that in addition to meeting any specific dietary needs, the Catering Services take account of the social, cultural and religious requirements of all catering users;
- 2.2.5 provide Catering Service which meet all requirements of food safety legislation *such as National Health Act (Act 61 of 2003); Food Cosmetics and Disinfectants Act 63 of 1972; Government Regulations No 962 & Regulations 146 and Occupational Health and Safety Act (Act 83 of 1993)* and applies appropriate operational policies, procedures and practices to ensure food hygiene is maintained at all stages; **submit a certificate of acceptability and TB/CA certificate of the milk parlor where milk is to be sourced.**
- 2.2.6 Implement and operate a system of assured safe catering based on Hazard Analysis and Critical Control Points (H.A.C.C.P.);
- 2.2.7 **Not utilize the facilities for any private functions;**
- 2.2.8 Ensure that procedures are in place to isolate different areas of the kitchen for particular purposes in providing the catering service, e.g. dry and wet ingredients, meat and vegetable preparation, food stuffs for preparation and prepared food, (to prevent cross contamination) etc.;
- 2.2.9 provide at its own cost, disposables (all-inclusive as well as cling wrap – no additional claims for catering service will be entertained), cleaning materials and any other items required for the efficient delivery of the Catering Service;
- 2.2.10 Contractor shall make diet sheets available and distribute to the wards.(NMAH paper and Machine)
- 2.2.11 ensure that the Catering Services shall include food runner service (from the kitchens to the various wards) for all meals, snacks and beverages to the Patients;
- 2.2.12 be responsible for the dishing, collection and washing of all crockery, cutlery and other implements and equipment used in connection with the Catering Services and the cleaning of all areas used in connection with the Catering Services;
- 2.2.13 provide suitable menu variations to take account of festive occasions;
- 2.2.14 The contractor shall take into account that the following types of diet needs to be prepared as required by the NMAH Normal, Soft, Light, Low salt, Diabetic, Weight Reducing, Toddlers (1-3yrs), Child (4-12yrs),Baby (8 months to 1 yr) Puree', High Protein, Renal, Vegetarian, Mental, Halaal, Clear fluid, Full fluids, Day packs(for referrals)
- 2.2.15 ensure that all food and ingredients are appropriate to the menu description and recipe for which they are intended;
- 2.2.16 ensure that meat, perishables, fruit and vegetables are appropriate to the menu description, grade and class.

2.3 Specification of ingredients

2.3.1 Fruit: NB:TO BE SEASONAL

- **Apples:**
 - Require class (II), clean, healthy, uniform size, free from diseases, decay & bruises. Minimum 50mm. Good colour and taste.
 - Clean, crispy, well formed
 - Virtually free from dry-core rot, water core and core blush
 - Virtually free from bitter pit lentil pitting, hail marks, sunburn, skin stains
- **Pears:**
 - Class (II), clean and sound, well formed, mature, free from decay, no over ripeness, no bruises, damages from insects, internal decay, skin punctures, no stains. 54mm diameter.
 - Clean, well formed, mature and of a uniform size
 - Free from sunburn, hail marks, skin cracks, skin punctures and any other stains and physiological disorders that may noticeably reduce the quality and general attractive appearance or edibility of the fruit
- **Peaches:**
 - 44mm diameter, must be plump, mature good colour.
 - Clean, well-formed and uniform in size
 - Free from skin cracks, skin punctures, over ripeness and stains
 - Free from hail marks that noticeably effect the quality and attractive appearance of the fruit detrimentally
- **Oranges:**
 - Choice grade, mature, free from bruises, cuts, blemishes, free from scales, bugs, insects, no damage by frost and no dryness when cut open. 68-73 minimum diameter.
- **Bananas:**
 - shall be supplied in bunches & each individual fruit shall have no bruises, blemishes or disease. All fruit roughly the same size and mature, firm flesh & sound and shall not be to overripe or too green. Size 165mm.

2.3.2 Vegetables:

- **Beetroot-**

Should have a healthy color, free from secondary roots, damages caused by poor preparation, disease, cracks, sprouts, bruising. Leaves should be cut and may not be longer than 25 mm.
- **Carrots:** Shall be firm, bright, washed clean, and free from damage caused by insects, bruises, cuts. Size 19mm diameter-75mm length. Free from sun-scorch, fresh and firm, not malformed, forked or have secondary roots not woody and have fresh, green and sound foliage and not be longer than 50mm, If trimmed it should be evened or cut off at the top of the root, without damage.
- **Green Beans:** Colour and condition of the pods should be: Well developed and firm, overripe pods with defects should be excluded Have a green colour, depending on the variety, and should be fresh, free from leaves or stems.
- **Green peas:** Cultivar class and uniformity. Pods should be well developed and firm, bright color, free from damages. Pod should be smooth, have uniform green colour and may not show signs

of witting and fading. Pods should be in good condition, fairly clean and free from discoloring or stains

- **Cabbage:** Good color. Heads shall be fresh, clean, not wilted and heart shall at least be 150mm diameter, compact firm, free from damages by insects, bruises, and without flower shoots.
- **Pumpkin:** Good color, clean and fresh, firm free from decomposition and damage caused by soil, disease, frost etc. Gernsquash- diameter 75mm, Pumpkin mass 13kg. Should have a yellow interior.
- **Tomato:** shall be sound, well formed, firm, clean, without internal cavities and free from bruises, decay. Shall not be overripe or too green and have a diameter@ least 50mm
- **Onions:** Should be well developed, dry, firm and clean (free from leaves, roots), free from damages of any nature, e.g. disease, insects, sunburn and onions in any one particular container should have approximately the same size (at least 50 mm) and colour

2.3.3 Bread: shall always be fresh, properly baked, clean and free from any ropiness, grit and other foreign matters (not older than one day). White- and brown bread should be fortified in accordance with the Regulation relating to the fortification of certain foodstuffs, R7634 of 7 April 2003 (as amended)

2.3.4 Eggs: grade large eggs to be used (51g) as out in the regulations made in terms of section 15 of agricultural product standard Act (1990-Anmexure A specifications for perishable foods: volume 4), shall be clean and have intact shells and a regular, shell membrane may be slightly quivery. Eggs should be free from blood spots, absorbed odors, and any signs of embryo development or mould.

2.3.5 Poultry: shall be a frozen grade A without bruises or torn skin.

2.3.6 Red Meat: Red meat shall at least be Grade B with maximum fat content of 30% and stamped as a proof that it has been slaughtered and graded by an approved and registered abattoir. Service provider to provide and file records of grading and fat content, from a registered institution, of all meat received in kitchen

2.3.7 Milk: to be pasteurized fresh full cream milk from a certified dairy, a certificate, by a registered institution, certifying that the herds of the dairy are **TB and Cancer** free must be submitted with this bid and recorded throughout the contract (records kept). Milk must not be diluted, shall be microbiological safe for human consumption. Strictly No powdered milk should be used (Annexure C). 2% Low fat milk for low fat diets and diabetic diets.

2.3.8 Hot beverages: Tea must be a teabag for each patient, beverages must be served on a tray covered.

2.4 provide a function and hospitality service in accordance with section 4 of this Specification/Terms of reference;

2.5 develop recipes, publish and circulated menu's widely to all areas of the NMAH.

2.6 ensure that Contractors Staff maintain the requisite standard of food safety and hygiene and personal hygiene at all times through regular training;

2.7 ensure that all goods are stored on or in suitable shelving, pallets or containers;

2.8 ensure that all containers to which goods are transferred are clearly marked to identify content and storage data;

2.9 ensure that colour coded equipment is used only in the designated area for such colour coded equipment;

2.10 ensure that separate facilities are used for washing the equipment used for preparation of raw food;

2.11 ensure that measures are taken to protect food quality during preparation through employing appropriate thawing controls.

- 2.12** In addition to the Catering Services, the Contractor shall provide all such other services as may be ancillary to or reasonably necessary for Contractor to provide as part of the Catering Services in accordance with this Specification/Terms of reference and the Service Standards
- 2.13** The Output Specifications shall take precedence over any other specifications provided by the contractor. To the extent that the specifications are not adequate to ensure compliance with the Output Specifications, the Contractor shall be required, subject to approval of the Facilities Manager, to amend the said specifications. In such case MNAH and the Contractor shall amend these Specifications in writing to reflect such amendment.
- 2.14** The menus will be rotated on a eight (8) day cycle and must take all cultures into account. End users should be allowed an adequate choice.

3. CATERING SERVICES

The catering design is based on a central kitchen with food being issued to wards, already plated in food trolleys. Food is then served to patients by food runners/ward hostesses of which will form part of this contract. All equipment (including maintenance) is supplied by NMAH

The Contractor shall provide the following range of Catering Services on a day to day basis to meet the requirements of the Facilities Manager, and Catering Users in accordance with the Service Standards:

- provide meals in accordance with the Patient Catering Menu to Patients at the Meal Times.;
- provide ad hoc meals in accordance with the Patient Catering Menu for In Patients who are either admitted outside of the Meal Times or are receiving treatment during these times;
- provide Therapeutic, Religious, Vegetarian and Vegan Diets in accordance with the Patient Catering Menu to the standard required by the NMAH Dieticians during the Meal Times;
- may be requested to provide a range of simple snack meals, at the Department or NMAH cost, when requested from time to time. These meals will be quoted and paid for separately and not as part of the specification;
- procure food that satisfies the qualitative and nutritional requirements set out in the Services Standards as specified;
- Store the food in appropriate temperature controlled areas (log and file reports);
- provide the Catering Services in a manner which complies in all respects with the NMAH Patients' Charter, provided that such Charter shall not in any way increase the scope of the Catering Services as defined in this specifications;
- may be requested to provide modified menus (starches) with a minimum of 2 choices for all meals other than breakfast for the following groups of In-Patients: adolescents; pediatrics and immune-deficient sufferers or such other groups of In-Patients as NMAH may specify from time to time and agree with the Contractor;
- provide suitable variations to take account of all festive and religious holidays;
- ensure that all food and ingredients are purchased primarily from the appropriate local and provincial suppliers and are appropriate for the Patient Catering Menus;
- ensure that all food and ingredients are purchased from supply sources approved by NMAH used before their used by date;
- ensure that procedures are in place (regarding quantity, general quality and damage) so that all food and ingredients contemplated in this document are examined when received and stored appropriately, monitored and checked for date of expiry, damage, pest damage and infestation and temperature (cold chain).
- ensure that all food is handled, stored, prepared and cooked appropriately, that procedures are in place to ensure it is kept at the requisite temperature at all times including but not limited to storage prior to preparation, during cooking and during transfer around the Catering Site to the Catering Users;
- ensure that training is provided for the Contractors Staff involved in menu and diet development for Catering Users;
- ensure procedures are in place to clearly identify special meals for individual In Patients;
- Ensure that all areas of the Catering Site and all equipment, utensils, crockery and hardware used in relation to the Catering Services are cleaned and sanitized appropriately.
- Snacks must be presented in side plate cling-wrapped and served.

- Plated food with thermal cover (cling wrap). Side plates with salad and bread must be cling wrapped for each patient.
- **All menus to be standardized.**
- **File with recipes to be available for all different types of menus and utilized in food preparation.(NB)**

4. Additional Responsibilities relating to commodities

- 4.1 Ensure that all food and ingredients are appropriate to the menu description and recipe for which they are intended;
- 4.2 Ensure that procedures are in place and applied to reject and record a goods delivery that is defective in any respect;
- 4.3 Ensure that all goods are stored appropriately, where necessary, packaging is removed (and all external packaging is removed), goods should be placed in the appropriate storage within the appropriate time frame and clearly identified.

5. Additional responsibilities relating to patient meals Contractor shall ensure that :-

Routine ward visits/patient surveys will be undertaken by Contractors staff, managers and supervisors to ascertain and record patient opinion, and records of ward visits are maintained and action taken to reflect In-Patients' opinions of Services standards. Records will be filed appropriately kept for a minimum period of 3 years.

5.1 Responsibilities relating to Safety

The Contractor shall comply with all relevant health and safety legislation and policies

5.1.1 Responsibility relating to Hygiene and Quality Control

5.1.1.1 Preparation Contractor shall :-

- 5.1.1.1.1 Ensure that measures are taken to protect food quality during preparation through applying appropriate thawing controls;
- 5.1.1.1.2 Ensure that measures are taken to protect food quality during preparation through controlling quantities to match production requirements.

5.1.1.2 Cooking Contractor shall :-

- 5.1.1.2.1 Ensure that the temperature of food is monitored and recorded after cooking process and action taken on defects.
- 5.1.1.2.2 Ensure the cooking of food for service is controlled to ensure that completion is as near as possible to the time of service.
- 5.1.1.2.3 Ensure that cooking methods are employed to ensure maintenance of quality and nutritional standards through control of production and cooking completion as near as possible to the time of service using appropriate methods.

5.1.1.3 Chilling Contractor shall :-

- 5.1.1.3.1 Ensure that the temperature of food is monitored during the chilling process and action taken on defects;
- 5.1.1.3.2 Ensure that chilled food is labelled to identify its content and maximum shelf life.

5.1.1.4 Refrigeration and Chilled Vending Equipment Contractor shall (if applicable):-

- 5.1.1.4.1 Ensure that refrigeration is clearly designated for appropriate use and details of correct working temperatures are displayed.
- 5.1.1.4.2 Ensure that temperature of refrigerators and chilled vending units are monitored, recorded and corrective action taken on defects.

5.1.1.4.3 Procedures are applied to discard any food, which has been stored for its maximum shelf life.

5.1.2 Food service Contractor shall :-

5.1.2.1 Ensure that the temperature of food is monitored, recorded and action taken on any defectives in food temperature defects;

5.1.2.2 Ensure that high risk food is not made available for plating until just prior to Services commencement unless under temperature control.

5.1.3 Distribution Contractor shall :-

5.1.3.1 Ensure that all food for In Patients is distributed and served in suitable conditions to maintain temperature control and served to the patients by the food servers of the catering company;

5.1.3.2 Ensure that all food for In Patients is protected during distribution from cross contamination;

5.1.3.3 Ensure that rejection procedures in respect of temperature controls are in place and actions;

5.1.3.4 Ensure that regeneration is undertaken or supervised by an appropriately trained member of the Contractors Staff.

5.1.3.5 Provide ward hostesses at every ward for the serving of food and collecting of used dishes and serving of liquid refreshments as specified. The ward hostesses shall also 3 (three) times a day (early morning, after lunch and early evening) replenish water to the patients.

5.1.4 Dishwashing and pan washing Contractor shall :-

5.1.4.1 Ensure that dish wash and pan wash rinse temperatures are checked daily and maintained at an appropriate level; records should be kept for checking and to ensure compliance.

5.1.4.2 Ensure that the dishwashing and pan washing machines are emptied after use and filters are cleaned; records should be kept for checking and to ensure compliance.

5.1.4.3 Ensure that all dishwashing and pan washing equipment and supporting equipment are cleaned after use.

5.1.5 Refuse Disposal Contractor shall :-

5.1.5.1 Ensure that all refuse is disposed of efficiently in accordance with hospital waste disposal procedures;

5.1.5.2 Ensure that refuse and food waste is removed from the Catering Site as soon as practicable.

5.1.6 Cleaning Contractor shall :-

5.1.6.1 Ensure that all areas of the Catering Site and all equipment within and associated with the Catering Services is (objectively measured) maintained in a clean Hygienic condition at all times;

5.1.6.2 Ensure that cleaning procedures are in place and applied by the Contractors Staff;

5.1.6.3 Ensure that cleaning rosters are in place and applied;

5.1.6.4 Ensure that discard procedures are in place and applied in respect of disposable cleaning materials;

5.1.6.5 Ensure that cleaning equipment and agents are clearly defined for specific use;

- 5.1.6.6 Ensure that cleaning equipment and agents are stored away from food in clearly defined areas;
- 5.1.6.7 Ensure that cleaning equipment is thoroughly cleaned and dried immediately after use, buckets and solutions tanks stored inverted.
- 5.1.6.8 Ensure that ward kitchens are cleaned on a daily basis as specified.
- 5.1.6.9 Vapour canopy filters are to be cleaned once a month by boiling filter in tilting frying pan in a water and vinegar solution and dried.
- 5.1.6.10 All open drains in the kitchen and outside the kitchen will be treated with a biodegradable cleaner agent like pitking and fatking, or equally approved, on a monthly basis. Records to be kept and filed accordingly.
- 5.1.6.11 Existing Fat trap to be cleaned and sanitized weekly

5.1.7 Pest Control Contractor shall :-

- 5.1.7.1 Ensure there is no evidence of infestation within food handling and associated areas of the Catering Site.
- 5.1.7.2 Ensure that adequate records of sightings of pests or infestation by Contractor and the corrective action taken, are maintained.
- 5.1.7.3 Maintain records of pest eradication undertaken.
- 5.1.7.4 **Pest eradication services must be rendered in the kitchen by a REGISTERED PEST CONTROL OPERATOR in terms of the Fertilizers, farm feeds, Agricultural Remedies and Stock Act, 1947 (Act 36 of 1947) as amended to implement, manage and maintain the pest control services as specified. Proof and all registration certificate and compliance certificate shall be submitted for approval prior to commencing the pest control.**

5.1.7.5 Fly killer

Supply, install and maintain Stainless steel Electric fly killer/zapper with ultraviolet to attract flies and flying insects onto a stainless steel grit to electrocute and kill. The unit will have a coverage of at least 80m² like Firefly or equally approved. No of units to increase to ensure full coverage of kitchen

5.1.7.6 Ultraviolet anti-bacterial lights

Supply, install and maintain Ultraviolet anti-bacterial lights for kitchens to ensure a clean germ free environment

6 FUNCTION AND HOSPITALITY SERVICE – SEPARATE ORDER TO BE GIVEN BEFORE SERVICE

- 6.1 The Contractor may be requested (at additional cost to the NMAH be specified elsewhere in this Specification and such services may include, but not limited to:
 - 6.1.1 Beverage service to meetings;
 - 6.1.2 Working lunch service; and
 - 6.1.3 Catering for hospital functions.
- 6.2 The cost of the services referred to in 6.1 shall be determined by normal procurement processes.

6.3 The cost of such services shall be in addition to the stipulated monthly fee payable to the Contractor.

7 CUTLERY AND CROCKERY

The successful service provider required to supply all cooking utensils as deemed fit to successfully undertake the catering service.

Cutlery and crockery is also required and will comply to the following standards to be supplied to the wards under the contract dimensions:

- 25cm Dinner Plates catering grade porcelain
- 30cm Porridge Bowls catering grade porcelain
- 250ml cups with saucers catering grade porcelain
- 15 cm side plates catering grade porcelain
- Serving trays to suit food trolleys
- Stainless tablespoons catering grade stainless steel
- Stainless steel teaspoons catering grade stainless steel
- Stainless steel knives and forks catering grade stainless steel
- Catering grade milk jug with lid (1 per food trolley) catering grade stainless steel thermally insulated with a capacity of at least 2 litre
- Water jugs for water and glasses for patients in the wards
- Pediatric wards are to be supplied with a full set of industrial grade melamine crockery with a plate size of 20 cm complete with cling wrap
- All cutlery supplied at pediatric wards are to be of industrial grade stainless steel child size
- Psychiatric (mental) unit is to be supplied of a full set (as listed above) of industrial grade melamine crockery and will be complete with cling wrap. Cutlery will be of industrial grade stainless steel
- Trauma unit is to be supplied of a full set (as listed above) of industrial grade melamine crockery complete with cling wrap. Cutlery will be of industrial grade stainless steel

The minimum requirement of the cutlery and crockery will be as listed in the clause ***“PRICING SCHEDULE (SBD 3.1) –Cutlery and crockery”***

The contractor will be required to supply the NMAH with the number of dishes and utensils as listed ***“PRICING SCHEDULE (SBD 3.1) –Cutlery and crockery”***. The dishes will be porcelain like continental catering grade porcelain or equally approved. The cutlery will be catering grade manufactured from stainless steel 18/8.

NOTE THAT MELAMINE WILL BE REQUIRED AT THE MENTAL UNIT, TRAUMA UNIT AND PEADIATRIC UNIT. The service provider will be expected to do monthly stock takes, replace if necessary (due to cracks, chips and losses) and report same to the Soft Service Manager.

The contractor is to maintain stock levels at all times. Sharing of utensils and dishes shall under no circumstances be allowed and it is thus crucial to have stock levels complying with this Specification/Terms of reference available at all times. Service providers must note that all plated food not covered by the thermal insulated domes must be covered by cling wrap to prevent contamination.

THE SUCCESSFUL SERVICE PROVIDER IS TO PROVIDE ALL FOOD PREPARATION UTENSILS LIKE POTS, STRAINERS, KNIFES OF SUITABLE SIZE AND OF CATERING QUALITY. MINIMUM LIST OF UTENSILS NEEDED IS LISTED BELOW.

MINIMUM REQUIREMENTS FOR COOKING UTENSILS AND EQUIPMENT		
DESCRIPTION	NMAH	BOC
Food processor/Blender (supply and maintain)	3 lt (litre) x 4	3 lt x2
Heavy duty commercial type Liquidizer (supply and maintain)	1	1
Insulated beverage servers	19 lt x 25	19 lt x10
Industrial stock pots	50 lt x4 16 lt x4 10 lt x4 6 lt x4	50 lt x3 16 lt x3 10 lt x2 6 lt x3
Mixing bowls (stainless steel)	17 lt x3 8 lt x3 4 lt x3	17 lt x2 8 lt x2 4 lt x2
Colour coded serving spoon	10	10
Slotted spoons	5	5
Tongs	5	5
Whisks	5	5
Colanders	5	2
Bain-marie inserts in the following sizes	<ul style="list-style-type: none"> • Gastronorm -10 • Half gastronorm -10 • Third gastronorm -10 	<ul style="list-style-type: none"> • Gastronorm -10 • Half gastronorm -10 • Third gastronorm -10
Chopping boards (colour coded)	10	10
Chopping board racks	4	4
<ul style="list-style-type: none"> • Big maphini (stainless steel) industrial grade • Big Stirring spoons stainless steel – industrial grade 	<ul style="list-style-type: none"> • 4 • 4 	<ul style="list-style-type: none"> • 2 • 2
Industrial microwave (supply and maintain)	1	1
Knives (Assorted)	10 Butcher knives	10 Butcher knives
Knives : Butcher knives and pairing knives, butterknives	10 paring knives 20 Butterknives	10 paring knives 15 Butterknives
Industrial electronic kitchen scale 0-50 kg (supply and maintain)	1	1

8 ADMINISTRATION PROCEDURES

In addition to the various responsibilities stipulated in this Specification/Terms of reference, Contractor shall provide acceptable administration procedures as agreed with NMAH.

8.1 LIAISON

8.1.1 The Contractor shall regularly liaise with Catering Users/Departmental Dieticians/Soft Services Manager to determine the following:

8.1.2 The range of services and meals on offer;

8.1.3 The quality of services; and

8.1.4 The accessibility of services.

8.2 The Contractor shall liaise with such persons and institutions in the provision of the Catering Services as NMAH or the Facilities Manager may require from time to time.

8.3 The Contractor shall attend monthly catering meetings with the Soft Services Manager.

Note

The patient menu's following as appendix 1 are to be used by bidders to finalise their per patient/day costs. These menus may change as the contract progresses, but the general provisions will remain the same.

9 PRICE VARIATION SCHEDULE

The following optional extras needs to be priced but **NOT ADDED TO THE PRICING SCHEDULE**. These prices will be used if the Department decides to include it in the contract. A separate written instruction will be given to the service provider and payment for the said service will be done over and above the contract payments.

9.1 NB:FOOD SERVER TROLLEYS (OPTIONAL not to be included in bid price) but pricing compulsory to be completed.

Bidders are to note that it will be expected that contract will include the supply and commissioning of **25 (twenty five)** food server trolleys. **This will become the property of the department.**

The trolleys will be industrial all stainless steel construction. The inner will be 304CR – NI stainless steel while the outer shall be 340 stainless steel with insulated body and doors. It shall be equipped with heavy duty casters of 120 mm diameter. The thermostatically controlled elements shall evenly distribute heat in the inside cavity by means of recirculating hot air blower and maintain the humidity in the oven by means of humidifier. The unit shall be equipped with horizontal rail guards capable of taking 16x2/1x25mm gastronorm trays. Each unit shall be supplied 16x wire grades to enable loading of centrally plated food and distributing it to wards. Food temperature served to patients will be within the required temperature range.

TRAY PER CART	16
RAILS PER COMPARTMENT	8
NUMBER OF DOORS	2
NUMBER OF COMPARTMENTS	2
HANDLES - TYPE AND LOCATION	Heavy duty stainless steel
CASTER TYPE	Heavy duty swivel to ensure effortless operation
LATCHES	Heavy duty stainless steel
EXTERNAL DIMENSIONS W x D x H	Minimum 650mm x 830mm x 1710 mm high
ELECTRICAL LOAD H	Minimum 1,8kw, 230 V, single phase, neutral and earth

9.2 REACTIVE AND PREVENTIVE MAINTENANCE TO KITCHEN EQUIPMENT

The service provider might be expected to undertake critical emergency repairs to kitchen equipment by the respective agents/ authorised service providers.

An allowance of R1 000 000.00 must be allowed for this purpose. Repairs must be authorised by the Accounting officer of the Hospital first before any expenditure in this regard is generated.

The procedure will be as follows:

- Equipment breakdown
- Report to Accounting officer or delegate
- Repairs formally authorised by accounting officer
- Repairs done.
- Present claim and approval with invoice of month following the repairs.

This will only be used in emergency critical breakdowns. Service providers must note that the allowance will only be used as and when necessary and service providers will **have no right on the full amount**. Service providers are to indicate **a percentage administration fee** to engage and appoint the authorised service provider/ agent to undertake the repairs. **The department remain the right to appoint its own service providers or utilise this contract.**

9.3 TOP UP STAFF

The Department might consider to top up existing Departmental staff in the kitchen. These vacancies exist as a result of retirements, deaths and transfers. For the purpose of this bid service providers will be expected to allow for top up staff in the following categories:-

- Food service manager
- Food Service supervisor
- Cook
- Milk kitchen

9.4 PRICING SCHEDULE FOR VARIATIONS

No	Description	Unit	Qty	Unit Price	VAT	Total price
1.	Food trolleys as specified above	Each	1			
2.	<u>Appointment of Top up staff</u>					
2.1	Cook	Unit	1			
2.2	Milk kitchen	Unit	1			
2.3	Food Hostess	Unit	1			
2.4	Food Service Aid	Unit	1			
3.	Percentage Administrative fee on proven costs when repairs by authorised service providers to kitchen equipment is effected	Each invoice	1			

NB: FAILURE TO COMPLETE THE ABOVE WILL INVALIDATE YOUR BID

(OPTIONAL EXTRA - DO NOT TRANSFER TO PRICING SCHEDULE)

Name of authorized bidder: _____

Signature: _____

Date: _____

10 PROTECTIVE CLOTHING

Bidders will be expected to provide their own staff in the kitchen with industrial standard SABS approved protective clothing consisting of head cover, non-slip rubber sole shoes, jacket, pants, name tags and skirts (***INCLUSIVE OF FACE MASKS COMPLIANT TO THE REQUIREMENTS OF THE FACE MASKS SUITABLE FOR THE INFECTIOUS DISEASE PREVAILING IN THE AREA WHERE FOOD IS SERVED, ETC***). The protective clothing will be a uniform of accepted standard to be used in kitchens. Staff must wear uniform for proper identification.

The Departmental staff will be issued with protective clothing by NMAH AND BOU.

11 MEDICAL SCREENING OF ALL STAFF MEMBERS

The service provider will be expected to do a medical screening on all workers brought to site for this contract at its own expense (in compliance with the Department of Labour requirements). The results of the screening must be submitted for scrutiny by the Department. The tests shall at least include the following TB, Hepatitis B, Chest X ray, Epilepsy and mental disability. The tests should be repeated at least annually.

NB: TUCK SHOP AT LEVEL 3 WILL BE THE RESPONSIBILITY OF THE SUCCESSFUL BIDDER

ALSO VENDING MACHINES WILL BE THE RESPONSIBILITY OF THE SUCCESSFUL BIDDER AND TO BE PLACED AT LEVEL 2 AND LEVEL 4.

12 SERVICE LEVEL AGREEMENT ELEMENTS

The following elements will be reflected in the **Service Level Agreements** with penalties with for non-compliance. Service providers will be provided with 200 demerit points from which transgressions will be reduced. Upon reaching 0 (zero) the contract will be terminated

No.	Description	Penalty	Demerit points
1.	Noncompliance with meal times	R500,00 per ward per incident	5 per ward per incident
2.	Noncompliance with Menu	R5000 per incident	50 per incident
3.	Foodstuffs in stores of which the use by date has expired	R2000,00 per item	20 per item
4.	Noncompliance with variations for festive seasons	R1000.00 per case	10 per case
5	Noncompliance with specified crockery & cutlery.	R5000 per ward	50 per ward
6.	Improper portion control	R2000 per patient per plate	20 per patient per plate
7.	Use of item not specified in the menu e.g Meat does not meet specification (too fat), powdered drink instead of pure fruit juice, powdered milk instead of full cream milk, loose tea instead of teabags.	R2000 per incident per ward	20 per incident per ward
8.	Noncompliance with regard to Occupational Health and Safety Act / protective clothing	R2000,00 per incidence of transgression	20 per incidence transgression
9.	Abuse of infrastructure and equipment	R5000,00 per incident PLUS cost for repairs	50 per incidence
10.	Failure to comply with hygienic standards	R10,000.00 per incident	100 per incidence
11.	Noncompliance with regard to waste disposal and removal	R1000.00 per incident	10 per incidence
12.	Pest infestation in main kitchen	R20000,00 per incident	200 per incidence
13.	Noncompliance with regard to operation times in the kitchen.	R10 000 per incident.	100 per incidence
14	Noncompliance with regard to Cook's on site	R10 000 per incident	100 per incidence
15	Noncompliance with submission of reconciled and verified income documents	R5000 per incident	50 per incidence
16	Non-submission of HR files/dummy files consisting of Id Documents, Qualifications, appointment letters indicating remuneration and Medical screening records within 2 months.	R10 000 per incident	25 per incident
17	Non-submission of monthly payrolls duly by employees and verified attendance registers.	R10 000 per incident	25 per incident

INFORMATION REQUIRED FROM THE BIDDER			
Do you fully comply with in relation to remuneration determined by the Department of labour?	Yes/No		
Remuneration for catering/food service manager	Min		Max
Remuneration for food service supervisor	Min		Max
Remuneration for cooks	Min		Max
Remuneration for food service aid	Min		Max
Remuneration for food servers (ward hostess)	Min		Max
Remuneration for milk kitchen staff	Min		Max
Remuneration for store keeper	Min		Max
FAILURE TO POPULATE ABOVE TABLES MIGHT INVALIDATE YOUR BID			

Name of authorized bidder: _____

Signature: _____

Date: _____

**Part 5 - Schedule C
Pricing Schedule**

**13 PRICING SCHEDULE – NON FIRM PRICES
NELSON MANDELA CENTRAL HOSPITAL**

SBD 3.2

Bidder No.	SCMU3-24/25-0444-NMA
Bidder Description	PROVISION OF CATERING SERVICES AT NELSON MANDELA CENTRAL HOSPITAL

Name of Bidder	
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13.1 MENU PRICE INCLUSIVE OF INGREDIENTS, STAFFING, MANAGEMENT AND OVERHEADS (COMPULSORY & RETURNABLE)

Item No	Type of Menu	Early morning snack (where applicable)	Breakfast	Lunch	Afternoon snack (where applicable)	Supper	Evening snack	Total cost per day (Excl. VAT)	VAT	Total cost per patient per day (Incl. VAT)
1	NORMAL DIET									
2	Diabetic / weight loss diet									
3	High Protein diet									
4	Mental Diet									
5	Paediatric Diet 4-12 years									
6	Toddler Diet 1-3 years									
7	Low Fat & Cholesterol & Salt free diet									

Item No	Type of Menu	Early morning snack (where applicable)	Breakfast	Lunch	Afternoon snack (where applicable)	Supper	Evening snack	Total cost per day (Excl. VAT)	VAT	Total cost per patient per day (Incl. VAT)
8	Low Residue Diet/light diet									
9	Renal diet									
10	Vegetarian diet									
11	Soft Diet									
12	Puree/Sloppy diet									
13	Baby diet 8 months to 1 year									
14	Clear Fluid									
15	Starter/Catch up Formula									
16	Day Pack									
17	Full fluid diet									
18	Starter Diet (6-7 months)									

13.2 MENU PRICE MANAGEMENT AND OVERHEADS ONLY (COMPULSORY & RETURNABLE)

Item No	Type of Menu	Early morning snack (where applicable)	Breakfast	Lunch	Afternoon snack (where Applicable)	Supper	Evening snack	Total per day	VAT	Total cost per patient per day
1	NORMAL DIET									
2	Diabetic / weight loss diet									
3	High Protein diet									
4	Mental Diet									
5	Paediatric Diet 4-12 years									
6	Toddler Diet 1-3 years									
7	Low Fat & Cholesterol & Salt free diet									
8	Low Residue Diet/light diet									
9	Renal diet									
10	Vegetarian diet									

Item No	Type of Menu	Early morning snack (where applicable)	Breakfast	Lunch	Afternoon snack (where Applicable)	Supper	Evening snack	Total per day	VAT	Total cost per patient per day
11	Soft Diet									
12	Puree/Sloppy diet									
13	Baby diet 8 months to 1 year									
14	Clear Fluid									
15	Starter/Catch up Formula									
16	Day Pack									
17	Full fluid diet									
18	Starter Diet (6-7 months)									

MENUS
NOTE TO BIDDERS

(Wherever brand names are listed it will mean such product or equally approved similar product)

LIST OF ABBREVIATIONS FOR FOOD ITEMS

ABBREVIATION	NAME
P/Butter	Peanut Butter
S/wich	Sandwich
Cheese and tom s/wich	Cheese and tomato sandwich
Jam and Marg	Jam and Margarine
L/F milk	Low Fat Milk
L/F maas	Low Fat Maas
Light Marg.	Light Margarine
R/ chicken	Roast Chicken
w/w Bread	Whole wheat Bread
C/tom S/wich	Cheese & Tomato sandwich
P/Butter S/wich	Peanut Butter sandwich'
M/meal	Meal-meal
P on puree/sloppy diet	Puree
BL	Blended
SL	Strained Liquidised
B/fish	Battered Fish
S/hake	Steamed Hake

NOTE (APPLICABLE TO ALL MENUS AND DOCUMENT)

Teaspoon = 5ml
Dessert spoon= 15ml
Cup= 250ml

Service required	Service hours	Service days a week	Service days a year
Patient catering service to charge to the account of NMAH	06h00 – 22h00	7 days	365 days

NORMAL DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea Full Cream Milk Sugar	Rooibos tea Full Cream Milk Sugar	Rooibos tea Full Cream	Rooibos tea Full Cream Milk Sugar	Rooibos tea Full Cream Milk Sugar	Rooibos tea Full Cream Milk sugar	Rooibos tea Full Cream Milk Sugar	Rooibos tea Full Cream Milk Sugar	1 t bag – –	1 cup 60ml/ ¼ cup 3 sachets
BREAKFAST	Mabella Milk & Sugar Brown Bread Boiled egg Margarine Rooibos tea Milk & sugar	M/Meal Milk & Sugar Brown Bread Peanut butter Margarine Rooibos tea Milk & sugar	Oats Milk & Sugar Brown Bread Beef Burger Margarine Rooibos tea Milk & sugar	Weetbix Milk Brown Bread Boiled egg Margarine Rooibos tea Milk & sugar	Mabella Milk & sugar Brown Bread Chicken Vienna Margarine Rooibos tea Milk & sugar	M/Meal Milk & sugar Brown Bread Boiled egg Margarine Rooibos tea Milk & sugar	Mabella Milk & sugar Brown Bread Peanut butter Margarine Rooibos tea Milk & sugar	Oats Milk & sugar Brown Bread fish finger Margarine Rooibos tea Milk & sugar	140g 100g/1lr g 1 t bag –	1cup/2 weetbix 125ml/3 sachets 2 slices 70g/1lr/2 fish fingers 10g 1 cup 60mlmilk/3 sach
LUNCH	Rice Roast Chicken Butternut Steamed Peas Gravy Juice	Samp & beans Beef Stew Steamed Carrots Sautee`d Cabbage Fruit	Pap Roast chicken Steamed Butternut Spinach Gravy Juice	Rice Grilled fish (hake) Steamed Carrot Beetroot Gravy Dessert	Samp & beans Roast Chicken Butternut Sautéed Cabbage Gravy Fruit	Pap Beef stew Steamed Carrots Spinach Gravy Juice	Rice Grilled fish Butternut Broccoli Gravy Dessert	Samp & beans Beef Stew Steamed Carrot Sautéed Cabbage Fruit	100g 160g 80g 80g –	1 cup/250g 120g bone in 125ml/ 1/2 cup 125ml/ 1/2 cup 50ml 1lrg fruit / 250ml juice
SUPPER	Pasta Pilchard Stew Spinach	Pap Beef Sausage Country mix	Rice Mince meat Pumpkin	Putu & Maas OR Vegetable Stew Country mix	Rice Mince meat Broccoli	Pap Pilchard Stew Country Mix	Rice Chicken stew Spinach	Rice Meat balls Carrot	150g 160g 80g	250ml / 1 cup 120g/125mlMince/Pilch ar 1/2 cup 50ml gravy
LATE SNACK	Rooibos tea Milk & Sugar Bread Jam & Margarine	Rooibos tea Milk & Sugar Bread Peanut Butter	Rooibos tea Milk & Sugar Bread Jam & Margarine	Rooibos tea Milk & Sugar Bread Peanut Butter	Rooibos tea Milk & Sugar Bread Jam & Marg	Rooibos tea Milk & Sugar Bread Peanut Butter	Rooibos tea Milk & Sugar Bread Jam & Margarine	Rooibos tea Milk & Sugar Bread Peanut Butter		1 tea bag 60ml milk 2 slices 10g

Margarine & Jam 10g portion each. Rice: Good quality low GI. Dessert: Jelly & Custard, 50ml custard. Sugar: 3 sachets per patient for cereal & 3 sachets for tea. Meatballs should be 3 per patient = 120g. Maas Low Fat Cream 375 ml per patient, on hot days. 50% Concentrated Fruit Juice to be used not powder, 250 ml Juice. Rooibos tea to be used for all patients. 250ml milk for cereal. All Vegetables must be Steamed.

DIABETIC/ WEIGHT DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos Tea L/F Milk & Sweetner Provita	Rooibos Tea L/F Milk & Sweetner Provita	Rooibos Tea L/F Milk & Sweetner Provita	Rooibos Tea L/F Milk & Sweetner Provita	Rooibos Tea L/F Milk & Sweetner Provita	Rooibos Tea L/F Milk & Sweetn Provita	Rooibos Tea L/F Milk&Sweetn Provita	Rooibos Tea L/F Milk & Sweetner Provita	1 t bag 60ml milk	1 Cup 1 sachets sweetener 3 bisc
BREAKFAST	Mabella W/w Bread Low fat Milk Boiled eggs Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	Allbran flakes W/w Bread Low fat Milk Peanut Butter Lite Marg Sweetner er Rooibos Tea L/ F Milk & Sweetner	Oats W/w Bread Low fat Milk Boiled egg, Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	Weetbix W/w Bread Low fat Milk Scrambled egg, Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	Oats W/w Bread Low fat Milk Chicken Vienna Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	All bran W/w Bread Low fat Milk Scrambled egg Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	Mabella W/w Bread Low fat Milk Boiled egg, Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	Oats W/w Bread Low fat Milk Cheese Lite Marg Sweetner Rooibos Tea L/ F Milk & Sweetner	100g/1lg	1 Cup 1Slice 1/4 Cup 70g/ 1 Lrg 10g 1 sachet 1 teabag 60ml 1sach
LUNCH	Rice Roast Chicken Steamed Pumpkin Broccoli Gravy(Bisto) Water	Samp & beans Lean Beef Stew Carrots Cabbage Water	Pap Roast Chicken Steamed Pumpkin Spinach Gravy(Bisto) Water	Rice Grilled Hake Beetroot Carrot Gravy(Bisto) Water	Samp & beans Roast Chicken Butternut Cabbage Gravy(Bisto) Water	Samp & Beans Lean Beef Stew Steamed Carrots Spinach Gravy(Bisto) Water	Rice Grilled Hake Butternut Broccoli Gravy(Bisto) Water	Samp and Bean Lean Beef Stew Steamed Carrots Cabbage Gravy(Bisto) Water	50g 160g 80g 80g	½ cup 120g cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml
3 pm snack	Apple/Pear	Rooibos Tea & Provita	Apple/Pear	Rooibos Tea & Provita	Apple/Pear	Rooibos Tea & Provita	Apple/Pear	Rooibos Tea & Provita	1 med fruit	60ml milk /1 sac 3 biscuits
SUPP	Mash Potato Grilled Hake Spinach Gravy	Stiff Pap Lean Beef Mince Country mix	Rice Veg Stew with split peas	W/w Bread Lentil Soup Country mix	Rice Mince meat Broccoli	Pap Pilchard Stew Country Mix Gravy	Pap Chicken Stew Spinach	Rice Lean Beef Mince Gem Squash	150g 160g 80g	1/2 cup/ 2 slices 120g/125ml Mince ½ cup 50ml gravy

E R										
LATE S N A C K	Tea L/FMilk & Sugar W/w Bread Lite Margarine	Tea L/FMilk & Sugar W/w Bread Peanut Butter	Tea L/FMilk & Sugar W/w Bread Lite Margarine Tuna Mayo	Tea L/FMilk & Sugar W/w Bread Peanut Butter	Tea L/FMilk & Sugar W/w Bread Lite Margarine Cheese	Tea L/FMilk & Sugar W/w Bread Peanut Butter	Tea L/FMilk & Sugar W/w Bread Lite Margarine	Tea L/FMilk & Sugar W/w Bread Peanut Butter		1 tea bag 60ml milk/1 sach 2 slices 10g

**NB: Low fat Milk. Fruit: 1 medium. Brown Rice to be used. W/w = Whole wheat bread to be used. Gravy should be Bisto that is onion & tomato, no bisto powder to be used, corn- flour to be used for thickening.
Sweetner:1 sachet for tea & 1 sachet for cereal. Remove skin before cooking. Milk for cereal to be 250ml.Tap water to be used, not bottled. All veggies are to be steamed.
50% Concentrated Fruit Juice to be used not powder. Rooibos tea. No putu & Maas. No processed products.**

HIGH PROTEIN DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea Milk & Sugar P/butter sandwic	Rooibos tea Milk & Sugar Cheese S/wich	Rooibos tea Milk & Sugar P/butter sandwic	Rooibos Tea Milk & Sugar Cheese S/wich	Rooibos Tea Milk & Sugar P/butter sandwic	Rooibos Tea Milk & Sugar Cheese S/wich	RooibosTea Milk & Sugar P/butter sandwic	Rooibos Tea Milk & Sugar Cheese S/wich	1 t bag	1 cup 60ml/ 3 sach 2 slices
B R E A K F A	Mabella Brown bread Milk & Sugar Boiled egg Margarine Rooibos tea Milk & sugar	M/Meal Brown bread Milk & Sugar Peanut butter Margarine Rooibos tea Milk & sugar	Oats Brown bread Milk & Sugar Beef Burger Margarine Rooibos tea Milk & sugar	Weetbix Brown bread Milk Boiled egg Margarine Rooibos tea Milk & sugar	Mabella Brown bread Milk & sugar Chicken Vienna Margarine Rooibos tea Milk & sugar	M/Meal Brown bread Milk & sugar Boiled egg Margarine Rooibos tea Milk & sugar	Mabella Brown bread Milk & sugar Peanut butter Margarine Rooibos tea Milk & sugar	Oats Brown bread Milk & sugar Fish finger Margarine Rooibos tea Milk & sugar	140 g 200g/2	1 cup /2 Weetbix 2 Slices ½ cup /3 sach 140g/2 lrg eggs/2 tom sli 10g 1 cup 60ml milk/3 sachets
L U N C H	Rice Roast Chicken Pumpkin Steamed Peas Gravy Juice	Samp & beans Beef Stew Steamed carrots Sautee'd Cabbage Fruit	Pap Roast chicken Steamed Pumpkin Spinach Gravy Juice	Rice Battered fish (hake) Beetroot Broccoli Gravy Dessert	Samp & beans Roast Chicken Butternut Sautee'd Cabbage Gravy Fruit	Pap Beef stew Steamed Carrots spinach Gravy Juice	Rice Battered fish (hake) Beetroot Broccoli Gravy Dessert	Samp & beans Beef Stew Steamed Carrot Cabbage Fruit	100g 320g 80g 80g	1 cup 240g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 1 med fruit/250ml juice

S U P P E R	Pasts Pilchard Stew Spinach	Pap Beef Sausage Country Mix	Rice Beef Mince Butternut	Putu & Maas OR Lentil soup Mixed veg	Rice Mince meat Broccoli	Pap Pilchard Stew Country Mix	Rice Chicken stew Spinach	Pap Meat balls Steamed Carrot	150g 320g 80g	250ml/1cup 240 g ½ cup 50ml gravy
LATE S N A C K	Tea Milk & Sugar Brown Bread Peanut Butter	Tea Milk & Sugar Brown Bread Jam	Tea Milk & Sugar Brown Bread Cheese S/wich	Tea Milk & Sugar Brown Bread Peanut Butter	Tea Milk & Sugar Brown Bread Cheese S/wich	Tea Milk & Sugar Brown Bread Peanut Butter	Tea Milk & Sugar Brown Bread Jam &Margarine	Tea Milk & Sugar Brown Bread Peanut Butter		1 tea bag 60ml milk/3 sach 2 slices 10g spread

NB: Double Protein specification. Milk for cereal to be 250ml. Dessert Jelly & Custard. All Vegetables must be steamed.

PSYCHIATRIC DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea Full Cream Milk Sugar P/butter sandwic	Rooibos tea Full Cream Milk Sugar Cheese S/wich	Rooibos tea Full Cream Milk Sugar Jam & margarine	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Suagr Cheese S/wich	Rooibos tea Full Cream Milk Sugar Jam & marg	Rooibos tea Full Cream Milk Sugar P/butter sand	Rooibos tea Full Cream Milk Sugar Cheese S/wich	1 t bag	1 cup 60ml 3 sachets 4 slices
B R E A K F A S T	Mabella W/wBread Milk & Sugar Boiled egg Margarine Rooibos tea Milk & sugar	M/Meal W/wBread Milk & Sugar Peanut butter Margarine Rooibos tea Milk & sugar	Oats W/wBread Milk & Sugar Beef Burger Margarine Rooibos tea Milk & sugar	M/Meal W/wBread Milk & sugar Boiled egg Margarine Rooibos tea Milk & sugar	Mabella W/wBread Milk & sugar Chicken Vienna Margarine Rooibos tea Milk & sugar	M/Meal W/wBread Milk & sugar Boiled egg Margarine Rooibos tea Milk & sugar	Mabella W/wBread Milk & sugar Peanut butter Margarine Rooibos tea Milk & sugar	Oats W/wBread Milk & sugar Fish finger Margarine Rooibos tea Milk & sugar	– – – 200g/2 Lg – – –	2 Cups 4Slices 125ml/ 3 sachets 140g/ 2 Lrg/ 4tomato slice 10g 1 tbag 60 ml/3 sachets

L U N C H	Rice Roast Chicken Pumpkin Steamed Peas Gravy Juice	Samp & beans Beef Stew Steamed carrots Sautee`d Cabbage Fruit	Pap Roast chicken Steamed Pumpkin Spinach Gravy Juice	Rice Battered fish Beetroot Broccoli Gravy Dessert	Samp & beans Roast Chicken Butternut Sautee`d Cabbage Gravy Fruit	Pap Beef stew Steamed Carrots spinach Gravy Juice	Rice Battered fish (hake) Beetroot Broccoli Gravy Dessert	Samp & beans Beef Stew Steamed Carrot Cabbage Fruit	200g 160g 80g 80g	2 cups 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 1 med fruit/250ml juice
3pm snack	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits	Tea/ Juice Milk & Sugar Short bread biscuits		250ml 60ml/3 sach 2 bisc
S U P P E R	Stiff pap Pilchard Stew Spinach	Mashed Potato Mince Meat Country Mix Bread	Rice Beef Mince Butternut	Putu & Maas OR Veg Stew with split peas Rice	Rice Mince meat Broccoli	Rice Pilchard Stew Gem squash	Stiff pap Chicken stew Spinach	Rice Meat balls Carrot	200g 160g 80g	2cups 120g & 125ml Mince/Pil ½ cup 2 slices & 50ml gravy
LATE S N A C K	Tea Milk & Sugar W/W Bread Jam & Margarine	Tea Milk & Sugar W/W Bread Peanut Butter	Tea Milk & Sugar W/W Bread Jam & Margarine	Tea Milk & Sugar W/W Bread Peanut Butter	Tea Milk & Sugar W/W Bread Jam & Marg	Tea Milk & Sugar W/W Bread Peanut Butter	Tea Milk & Sugar W/W Bread Jam & Margarine	Tea Milk & Sugar W/W Bread Peanut Butter		1 tea bag 60ml milk/3 sach 2 slices 10g
Margarine & Jam 10g portion each. Rice: Good quality low GI. Dessert: Jelly & Custard. No Weetbix. 50% Concentrated Fruit Juice to be used not powder on hot days. Rooibos tea. Double portion starch.										

PAEDIATRIC DIET (4-12 YRS) ½ TO ¾ ADULT PORTION SIZES

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Sugar Cheese S/wich	Rooibos tea Full Cream Milk Sugar Jam & margarine	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Suagr Cheese S/wich	Rooibos tea Full Cream Milk Sugar Jam & marg	Rooibos tea Full Cream Milk Sugar P/butter sandw	Rooibos tea Full Cream Milk Sugar Cheese S/wich	1 t bag — — —	1 cup 60ml/ ¼ cup 3 sachets 2 Slices
B R	Mabella Brown Bread	M/Meal Brown Bread	Oats Brown Bread	Weetbix Brown Bread	Mabella Brown Bread	M/Meal Brown Bread	Mabella Brown Bread	Oats Brown Bread	140 g	1 cup /2 Weetbix 2 Slices

EAKFA	Milk & Sugar Boiled egg Margarine Rooibos tea Milk & Sugar	Milk & Sugar Peanut Butter Rooibos tea Milk & Sugar	Milk & Sugar Beef Burger Margarine Rooibos tea Milk & Sugar	Milk & Sugar Boiled egg Margarine Rooibos tea Milk & Sugar	Milk & Sugar Chicken Vienna Rooibos tea Milk & Sugar	Milk & Sugar Boiled egg Margarine Rooibos tea Milk & Sugar	Milk & Sugar Peanut Butter Margarine Rooibos tea Milk & Sugar	Milk & Sugar Fish finger Margarine Rooibos tea Milk & Sugar	100g/1 1 teabag	½ cup /3 sachets 70g/1 lrg/ 2fish finger 10g 60ml milk/3 sachets
LUNCH	Rice Roast Chicken Pumpkin Steamed peas Gravy Juice	Samp & Beans Beef Stew Steamed Carrots Sautéed Cabbage Fruit	Pap Roast Chicken Steamed Carrot Spinach Gravy Yoghurt	Rice Grilled Hake Fillet Beetroot Broccoli Gravy Dessert	Samp & Beans Roast Chicken Butternut Sautéed Cabbage Gravy Fruit	Pap Beef Stew Steamed Carrots Spinach Gravy Yoghurt	Rice Grilled Hake Fillet Beetroot Broccoli Gravy Dessert	Samp & Beans Beef Stew Steamed Carrots Cabbage Fruit	100g 160g 80g 80g	1 cup 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 1 med fruit/250ml juice/175 ml yoghurt
3pm snack	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscui	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscui	1 teabag	250ml 60ml/3 sachets 2 biscuits
SUPPER	Stiff pap Pilchard Stew Spinach	Mashed Potato Beef Sausage Country Mix Bread	Rice Beef Mince Butternut	Putu & Maas OR Veg Stew with split peas	Mashed Potato Mince meat Broccoli Bread	Rice Pilchard Stew Country Mix	Stiff pap Chicken stew Spinach	Rice Meat balls Carrot	150g 160g 80g	250ml / 1 cup 120g/125mlMince/Pilc h 1/2 cup 2 slices Bread
LATE SNACK	Rooibos tea Milk & Sugar Bread Jam & Margarine	Rooibos tea Milk & Sugar Bread Peanut Butter	Rooibos tea Milk & Sugar Bread Jam & Margarine	Rooibos tea Milk & Sugar Bread Peanut Butter	Rooibos tea Milk & Sugar Bread Jam & Marg	Rooibos tea Milk & Sugar Bread Peanut Butter	Rooibos tea Milk & Sugar Bread Jam & Margarine	Rooibos tea Milk & Sugar Bread Peanut Butter	1 tea bag	60ml milk 2 slices 10g

NB: Children must be given chicken drumstick only. Dessert: Jelly & Custard.

TODDLER DIET (1-3 YRS) ½ ADULT PORTION SIZES

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Milk	Milk	Milk	Milk	Milk	Milk	Milk	Milk		250ml milk
BREAKFAST	Mabella Milk & Sugar Brown Bread Boiled egg Margarine Rooibos tea Milk & sugar	M/Meal Milk & Sugar Brown Bread Peanut butter Margarine Rooibos tea Milk & sugar	Oats Milk & Sugar Brown Bread Beef Burger Margarine Rooibos tea Milk & sugar	Weetbix Milk & sugar Brown Bread Boiled egg Margarine Rooibos tea Milk & sugar	Mabella Milk & sugar Brown Bread Chicken Vienna Margarine Rooibos tea Milk & sugar	M/Meal Milk & sugar Brown Bread Boiled egg Margarine Rooibos tea Milk & sugar	Mabella Milk & sugar Brown Bread Peanut butter Margarine Rooibos tea Milk & sugar	Oats Milk & sugar Brown Bread fish finger Margarine Rooibos tea Milk & sugar	140g 100g/1lrg g 1 tbag	1cup/2 weetbix 125ml/1 sachet 2 slices 70g/1lrg/2 fish fingers/2 tomato slices/10g 1 cup 60mlmilk/1 sach
LUNCH	Rice Roast Chicken Pumpkin Glazed peas Gravy Water	Samp & Beans Beef Stew Glazed Carrots Sautéed Cabbage Water	Pap Roast Chicken Carrot Spinach Gravy Water	Rice Grilled Hake Fillet Beetroot Broccoli Gravy Water	Samp & Beans Roast Chicken Butternut Peas Gravy Water	Pap Beef Stew Carrots Spinach Gravy Water	Rice Grilled Hake Fillet Beetroot Broccoli Gravy Water	Mash Potato Beef Stew Carrots Cabbage Water	100g 160g 80g 80g	½ cup 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml
3pm snack	Milk	Fruit	Yoghurt	Milk	Fruit	Yoghurt	Milk	Fruit	250ml milk	1 med/175ml yoghurt
SUPPER	Pasta Pilchard Stew Spinach	Rice Beef Sausage Country Mix	Rice Beef Mince Butternut	Putu & Maas OR Vegetable Stew Rice	Mashed Potato Mince meat Broccoli Bread	Pap Pilchard Stew Country Mix	Rice Chicken stew Spinach	Pap Meat balls Carrot	150g 160g 80g	250ml / 1 cup 120g/125mlMince/Pilc h 1/2 cup 2 slices Bread
LATE SNACK	Milk Bread Jam & Margarine	Milk Bread Peanut Butter	Milk Bread Jam & Margarine	Milk Bread Peanut Butter	Milk Bread Jam & Marg	Milk Bread Peanut Butter	Milk Bread Jam & Margarine	Milk Bread Peanut Butter		250ml milk 2 slices 10g

**NB: Children must be given chicken drumstick only. Sugar: 1 sachet for cereal & 1 sachet for tea.
Fish Fingers: 2 per patient. 175 ml low fat yoghurt, not blend yoghurt. 250ml milk to be used, & 250ml milk for cereal.**

LOW FAT & CHOLESTEROL & SALT-FREE DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea L/F Milk Sweetner W/wBread P/Butter	Tea L/F Milk Sweetner W/wBread Lite marg & Jam	Tea L/F Milk Sweetner W/wBread P/Butter	Tea L/F Milk Sweetner W/wBread Lite marg & Jam	Tea L/F Milk Sweetner W/wBread P/Butter	Tea L/F Milk Sweetner W/wBread Lite marg & Jam	Tea L/F Milk Sweetner W/wBread P/Butter	Tea L/F Milk Sweetner W/wBread Lite marg & Jam	1 teabag	1 Cup 60ml milk/ ¼ Cup 3 sachets 2 slices 10g
BREAKFAST	Mabella W/W Bread L/ f Milk & Sweetner Boiled egg Lite Margarine Tea L/ f Milk & Sweetner	M/Meal W/W Bread L/ f Milk & Sweetner Peanut Butter Tea L/ f Milk & Sweetner	Oats W/W Bread L/ f Milk & Sweetner Lite Margarine Tea L/ f Milk & Sweetner	Weetbix W/W Bread L/ f Milk & Sweetner Boiled Egg Lite Margarine Tea L/ f Milk & Sweetner	Mabella W/W Bread L/ f Milk & Sweetner Peanut Butter Tea L/ f Milk & Sweetner	M/Meal W/W W/WBread L/ f Milk Sweetner Tomato Slices Lite Margarine Tea L/ f Milk Sweetner	Mabella W/W Bread L/ f Milk & Sweetner Peanut Butter Lite Margarine Tea L/F Milk & Sweetner	Oats W/W Bread L/ f Milk Sweetner Fish Fingers Lite Margarine Rooibos Tea L/FMilk Sweetner	140 g 100g/1 1 teabag	1 cup / 1 Weetbix 2 Slices ¼ cup milk/ 3 sachets 70g/1 lrg/2 fish fingers/2 sl 10g 1 cup 60ml milk/3 sachets
LUNCH	Rice Roast Chicken Pumpkin Peas Gravy(Bisto) Juice	Samp & Beans Lean Beef Stew Steamed Carrots Cabbage Fruit	Pap Roast Chicken Carrots Spinach Gravy(Bisto) Juice	Rice Grilled Hake Beetroot Broccoli Gravy(Bisto) Dessert	Potato with skin Roast Chicken Butternut Cabbage Gravy(Bisto) Fruit	Pap Lean Beef Stew Carrots Spinach Gravy(Bisto) Juice	Rice Grilled Hake Butternut Broccoli Gravy(Bisto) Dessert	Sweet Potato Lean Beef Stew Carrots Cabbage Fruit	50g 160g 80g 80g	½ cup 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 1 med fruit/250ml juice
3 pm snack	Apple/ Pear	Tea /Juice L/ f Milk & Sweetner Provita	Apple/ Pear	Tea /Juice L/ f Milk & Sweetner Provita	Apple/ Pear	Tea /Juice L/ f Milk Sweetner Provita	Apple/ Pear	Tea /Juice L/ f Milk Sweetner Provita	1 teabag	250ml juice/ 1 med fruit 60ml/3sach 3 biscuits
SUPPER	Mash Potato Grilled Hake Spinach Gravy(Bisto)	Stiff Pap Lean Beef Mince Country mix	Rice Veg Stew with Split Peas	Putu & Maas or Lentil Soup Mixed Veg Bread	Mashed Potato Mince Meat Broccoli	Rice Grilled Hake Gem Squash Gravy(Bisto)	Pap Chicken Stew Spinach	Rice Lean Beef Mince Gem Squash	150g 160g 80g	250ml/½ cup 120 g & 125ml Mince ½ cup 2 slices /50ml gravy

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LATE SNACK	Tea L/ f Milk & Sweetner W/wBread Lite Margarine	Tea L/ f Milk & Sweetner W/wBread Peanut Butter	Tea L/ f Milk & Sweetner W/wBread Lite Margarine	Tea L/ f Milk & Sweetner W/wBread Peanut Butter	Tea L/ f Milk & Sweetner W/wBread Lite Margarine	Tea L/ f Milk & Sweetner W/wBread Peanut Butter	Tea L/ f Milk & Sweetner W/wBread Lite Margarine	Tea L/ f Milk & Sweetner W/wBread Peanut Butter	Tea L/ f Milk & Sweetner W/wBread Peanut Butter		1 tea bag 60ml milk/ 3 aschets 2 slices 10g

NB: All vegies must be steamed, Low fat maas. 375 ml & 1 cup Putu. Lite margarine to be used. Remove skin before cooking. Dessert: Fruit Salad & Jelly no custard. Gravy should be Bisto that is onion & tomato, no bisto powder to be used, corn- flour to be used for thickening. No salt to be used.

LOW RESIDUE DIET/ LIGHT DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Margarine	1 t bag	3 sachets 2 slices 10g
BR EAK Fast	Mabella White Bread Boiled Egg Margarine Black tea & Sugar	M/Meal White Bread Jam Black tea & Sugar	Mabella White Bread Beef Burger Margarine Black tea & Sugar	M/Meal White Bread Scrambled Egg Margarine Black tea & Sugar	Mabella White Bread Jam Black tea & Sugar	M/Meal White Bread Boiled Egg Margarine Black tea & Sugar	Mabella White Bread Jam Black tea & Sugar	M/Meal White Bread Fish Fingers Margarine Black tea & Sugar	140 g 100g/1 1 t bag	1 cup 2 Slices 70g/1 lrg/10g 10g 3 sachets
LUNCH	Rice Roast Chicken Pumpkin Gravy Juice	Sweet Potato Lean Beef Mince Steamed Carrots Juice	Pap Roast Chicken Pumpkin Gravy Juice	Rice Steamed Hake Gem squash Boiled carrot Gravy Jelly	Rice Roast Chicken Butternut Gravy Banana	Pap Lean Beef Mince Carrots Gravy Juice	Rice Steamed Hake Pumpkin Gravy Jelly	Mash Potato Lean Beef Mince Carrots Banana/ Canned Peaches	100g 160g 80g 80g	1 cup 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 1 med fruit/250ml juice

3 pm snack	Rooibos Tea & Sugar	Rooibos Tea & Sugar	Rooibos Tea & Sugar	Rooibos Tea & Sugar	Rooibos Tea & Sugar	Rooibos Tea & Sugar	Rooibos Tea & Sugar	Rooibos Tea & Sugar	1 tbag	3 sachets
SUPPER	Stiff Pap Pilchard Gem squash	Mashed Potato Chicken Stew Butternut	Rice Pilchard Stew Beetroot	Stiff Pap Chicken Stew Pumpkin	Mash Potato Mince Meat Carrots	Rice Pilchard Stew Gem Squash	Rice Mince Meat Pumpkin	Stiff Pap Chicken Stew Pumpkin	150g 160g 80g	250ml/1cup 120 g & 125ml Mince/Pilchard ½ cup
LATE SNACK	Tea W Bread Margarine	Tea W Bread Margarine	Tea W Bread Margarine	Tea W Bread Margarine	Tea W Bread Margarine	Tea W Bread Margarine	Tea W Bread Margarine	Tea W Bread Margarine		1 tea bag/3 sachets 2 slices 10g

NB: No dairy products. No Oranges. Bananas & Canned Peaches to be used. No Lentils, avoid fibrous foods. No acidic foods e.g. tomatoes, no gas forming veggies.

RENAL DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Black tea & Sugar White Bread Jam	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Jam	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Jam	Black tea & Sugar White Bread Margarine	Black tea & Sugar White Bread Jam	Black tea & Sugar White Bread Margarine	1 tea bag	3 sachets 2 slices 10g
BRAKFA	Mabella White Bread Boiled Egg Margarine Rooibos Tea	M/Meal White Bread Jam Margarine Rooibos Tea	Oats White Bread Scrambled Egg Margarine Rooibos Tea	M/meal White Bread Boiled Egg Margarine Rooibos Tea	Mabella White Bread Jam Margarine Rooibos Tea	M/Meal White Bread Boiled Egg Margarine Rooibos Tea	Mabella White Bread Scrambled Egg Margarine Rooibos Tea	Oats White Bread Jam Margarine Rooibos Tea	140 g 100g/1 1 teabag	1 cup 2 Slices 70g/1 lrg/10g 10g/3 sachets
LUNCH	Rice Roast Chicken Pumpkin Peas Gravy (Bisto)	White Samp Beef Stew Carrots Cabbage	Pap Roast Chicken Carrots Spinach Gravy (Bisto)	Rice Steamed Hake Beetroot Broccoli Gravy (Bisto)	White Samp Roast Chicken Butternut Cabbage Gravy (Bisto)	Pap Beef Stew Carrots Spinach	Rice Steamed Hake Butternut Broccoli Gravy (Bisto)	White Samp Beef Stew Carrots Peas	100g 90g 80g 80g	1 cup 60g 125 ml/ ½ cup 125 ml/ ½ cup 50 ml

				Jelly			Jelly			
3 pm Snack	Fruit	Fruit	Fruit	Fruit	Fruit	Fruit	Fruit	Fruit		1 med fruit
SUPPER	Rice Grilled Hake	Pap Mince Meat	Rice Veg Stew with split peas	Rice Chicken Stew	Pap Mince Meat	Rice Grilled Hake	Pap Chicken Stew	Rice Mince Meat	50g 90g	½ cup 60g
	Spinach	Country mix		Carrot	Broccoli	Gem Squash	Spinach	Gem Squash	80g	½ cup
LATE SNACK	Rooibos Tea W Bread Margarine	Rooibos Tea W Bread Jam	Rooibos Tea W Bread Margarine	Rooibos Tea W Bread Jam	Rooibos Tea W Bread Margarine	Rooibos Tea W Bread Jam	Rooibos Tea W Bread Margarine	Rooibos Tea W Bread Jam		1 tea bag 2 slices 10g

NB: 125 ml milk only for porridge. Protein 60g per meal. Gravy: Bisto to be used. Use Peach Jam. See Appendix for Fruit & Vegetables to be used. No juice as they are on fluid restricted diet. No Pilchard.

VEGETARIAN DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Sugar Cheese	Rooibos tea Full Cream Milk Sugar Jam & Margarine	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Sugar Cheese	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Sugar Jam & Margarine	Rooibos tea Full Cream Milk Sugar Cheese	1 t bag	60ml ¼ milk 3 sachets 10g
BRACK Fast	Mabella B/ Bread & toma slice Boiled Egg Margarine Tea Milk & Sugar	M/Meal B/ Bread Peanut Butter Tea Milk & Sugar	Oats B/ Bread Boiled eggs Margarine Tea Milk & Sugar	M/meal B/ Bread Scrambled Egg Margarine Tea Milk & Sugar	Mabella B/ Bread Peanut Butter Tea Milk & Sugar	M/Meal B/ Bread BoiledEgg&Tom Margarine Tea Milk & Sugar	Mabella B/ Bread Cheese Margarine Tea Milk & Sugar	Oats B/ Bread Tomato Slices Margarine Tea Milk & Sugar	140 g 100g/1 1 t bag	1 cup 2 Slices 70g/1 lrg/2 slices tomat 10g 3sachets/60ml ¼ milk
LUNC	Rice Tom/Bean & CheesBake Pumpkin	Samp & Beans Soya Mince Stew Glazed Carrots Cabbage	Pap Baked Beans Stew Beetroot	Rice Soya Mince Carrot Broccoli	Mash Potato Veg. Patty Butternut Peas	Pap Soya Sausage Carrots Beetroot	- Vegetable Pie Butternut Broccoli	- Mac cheese Carrots Cabbage	100g 160g 80g 80g	1 cup 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup

H	Peas Juice	Fruit	Spinach Juice	Dessert	Fruit	Juice	Dessert	Fruit		1 lrg fruit/250ml juice
3 pm snack	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	Rooibos Tea/Juice Milk & Sugar Short bread biscuits	1 teabag	250ml 60ml/3 sachets 2 biscuits
SUPPER	Stiff Pap Vegetarian Sausage Mixed Veg Gravy	Bread Lentil Soup	Rice Veg Stew with Split Peas	Rice Lentil Soup Country mix	Rice Soya Mince Carrots	Rice Curry Bean Stew Gem Squash	Pap Veg. Sausage Spinach Gravy	Rice Veg. Pattie Beetroot Gravy	150g 160g 80g	250ml/1cup 120 g & 125ml Mince/Pilchard ½ cup 50ml gravy
LATE SNACK	Tea B/ Bread Jam & Margarine Milk & Sugar	Tea B/ Bread Peanut Butter Milk & Sugar	Tea B/ Bread Jam & Margarine Milk & Sugar	Tea B/ Bread Peanut Butter Milk & Sugar	Tea B/ Bread Jam & Margarine Milk & Sugar	Tea B/ Bread Peanut Butter Milk & Sugar	Tea B/ Bread Jam & Margarine Milk & Sugar	Tea B/ Bread Peanut Butter Milk & Sugar		1 tea bag 2 slices 10g 60ml/¼ milk /3 sachets

NB: Cheese should be 1 slice. Mac. Macaroni. Dessert: Jelly & Fruit Cocktail no custard.

SOFT DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Sugar Cheese S/wich	Rooibos tea Full Cream Milk Sugar Jam & margarine	Rooibos tea Full Cream Milk Sugar P/butter sandwich	Rooibos tea Full Cream Milk Suagr Cheese S/wich	Rooibos tea Full Cream Milk Sugar Jam & marg	Rooibos tea Full Cream Milk Sugar P/butter sandw	Rooibos tea Full Cream Milk Sugar Cheese S/wich	1 t bag — — —	1 cup 60ml/ ¼ cup 3 sachets 2 Slices
BRREAKFAST	Mabella Brown Bread Milk & Sugar Scrambled Egg Margarine	M/Meal Brown Bread Milk & Sugar Peanut Butter	Mabella Brown Bread Milk & Sugar Cheese Margarine	M/Meal Brown Bread Milk & Sugar Scrambled Egg Margarine	Mabella Brown Bread Milk & Sugar Peanut Butter Tea	M/Meal Brown Bread Milk & Sugar Scrambled Egg Margarine	Mabella Brown Bread Milk & Sugar Cheese Margarine	Oats Brown Bread Milk & Sugar Peanut Butter Margarine	140 g 100g/1	1 cup /2 Weetbix 2 Slices ¼ cup milk /3 sachets 70g/1 lrg 10g

F A	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar		1 cup 60ml milk/3 sachets
L U N C H	Mash Potato Minced Chicken Mash Pumpkin Mash Peas Gravy Juice	Sweet Potato Mince Beef Mash Carrots Mashed Peas Banana	Soft Pap Minced Chicken Mash Butternut Spinach Gravy Juice	Mash Sweet Potato Minced Fish(Hake) Mashed Carrots Mashed Peas Gravy Custard	Mash Potato Minced Chicken Mash Butternut Spinach Gravy Banana	Soft Pap Mince meat Mash Carrots Mashed Peas Gravy Juice	Mash Sweet Potato Minced Fish(Hake) Mashed Butternut Gravy Custard	Mash Potato Mince Beef Mash Carrots Mashed Peas Banana	100g 160g 80g 80g	1 cup 120g bone in cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 1 med fruit/250ml juice
3pm Snack	Rooibos Tea/Juice Milk & Sugar	Rooibos Tea/Juice Milk & Sugar	Smooth Yoghurt	Rooibos Tea/Juice Milk & Sugar	Rooibos Tea/Juice Milk & Sugar	Smooth Yoghurt	Rooibos Tea/Juice Milk & Sugar	Smooth Yoghurt	1 teabag	250ml tea/ 175 ml yoghurt 60ml/3 sachets
S U P P E R	Soft Pap Pilchard Spinach	Mashed Potato Minced Chicken Mash Butternut	Mash Potato Mince Mashed Carrots	Putu & Maas or Lentil Soup Mash Country mix Bread	Sweet Potato Minced Chicken Mashed Peas	Mash Potato Pilchard Gem Squash	Soft Pap Minced Chick Stew Spinach	Mash Potato Mince meat Pumpkin	150g 160g 80g	250ml/1cup 120 g & 125ml Mince/Pilch ½ Cup 2 slices
LATE S N A C K	Tea Milk & Sugar Bread Jam & Margarine	Tea Milk & Sugar Bread Peanut Butter	Tea Milk & Sugar Bread Jam & Margarine	Tea Milk & Sugar Bread Peanut Butter	Tea Milk & Sugar Bread Jam & Marg	Tea Milk & Sugar Bread Peanut Butter	Tea Milk & Sugar Bread Jam & Margarine	Tea Milk & Sugar Bread Peanut Butter		1 tea bag 60ml milk/3 sachets 2 slices 10g

Meals should be mashed. Strained Gravy to be served with every meal and should be 50ml. 250ml milk for cereal. 175 ml low fat yoghurt, not blend yoghurt.

PUREE/SLOPPY DIET

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM SNACK	Rooibos tea	Rooibos tea	Rooibos tea	Rooibos tea	Rooibos tea	Rooibos tea	Rooibos tea	Rooibos tea	1 t bag	60ml milk/3 sachets

B R E A K F A S T	Mabella Milk & Sugar	M/Meal Milk & Sugar	Mabella Milk & Sugar	M/Meal Milk & Sugar	Mabella Milk & Sugar	M/Meal Milk & Sugar	Mabella Milk & Sugar	Oats Milk & Sugar	140 g	1 cup 60ml milk/3 sachets
	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	Tea Milk & Sugar	1teabag	1 cup 60ml milk/3 sachets
L U N C H	P/Mash Potato P/Soft Chicken P/Mash Pumpkin P/Mash Peas Gravy Water	P/ Sweet Potato Mince P/ Carrots P/Peas Water	Soft Pap P/Soft Chicken P/Mash Butternut P/I Spinach Gravy Water	P/Mash Sweet Potato P/ Pilchard P/I Carrots P/ Peas Gravy Water	P/Mash Potato P/Soft Chicken P/Butternut P/Spinach Gravy Water	Soft Pap Mince meat P/ Carrots P/ Peas Gravy Water	Mash Sweet Potato P/Pilchard P/Mashed Butternut Gravy Water	Mash Potato Mince P/ Carrots P/ Peas Water	100g 160g 80g 80g	1 cup 120g cooked 125 ml/ ½ cup 125 ml/ ½ cup 50 ml 250ml water
	Fruit Puree/ Yoghurt	Custard	Fruit Puree/ Yoghurt	Custard	Fruit Puree	Yoghurt	Custard	Fruit Puree/ Yoghurt	Fruit Puree	175 ml smooth yoghurt
S U P P E R	Pureed Sweet Potato P/ Pilchard P/Spinach	Mashed Potato P/Chicken P/Butternut	Mash Potato Mince P/ Country mix	Lentil Soup P/ Gem squash	P/Sweet Potato P/Chicken P/ Peas	P/Mash Potato P/Pilchard P/Gem Squash	P/Mash Potato P/Chicken P/ Spinach	P/Sweet Potato Mince meat P/Pumpkin	150g 160g 80g	250ml/1cup 120 g & 125ml Mince/Pilc ½ cup
	Tea Milk & Sugar Yoghurt	Tea Milk & Sugar Soup	Tea Milk & Sugar Custard	Tea Milk & Sugar Yoghurt	Tea Milk & Sugar Soup	Tea Milk & Sugar Custard	Tea Milk & Sugar Yoghurt	Tea Milk & Sugar Custard		1 tea bag 60ml milk 175ml yoghurt

NB: P/=Pureed. ALL FOODS MUST BE PUREED: POURABLE CONSISTANCY. BLENDER TO BE USED. 175 ml low fat yoghurt, not blend yoghurt.

BABY DIET (8 MONTHS TO 1 YEAR) ¼ PORTIONS

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM										
B R EAKF AS	Mabella Margarine	M/Meal Margarine	Mabella Margarine	M/Meal Margarine	Mabella Margarine	M/Meal Margarine	Mabella Margarine	M/Meal Margarine		75 ml 5g
SNACK										
L U N C H	B/l Rice Soft Chicken Mash Pumpkin Mash Peas Gravy Water	Bl Sweet Potato Mince Bl Carrots Bl Peas Water	Soft Pap Soft Chicken Mash Butternut Bl Spinach Gravy Water	Mash Sweet Potato Bl Pilchard Bl Carrots Bl Peas Gravy Water	Mash Potato Soft Chicken Butternut Bl Spinach Gravy Water	Soft Pap Mince meat Bl Carrots Bl Peas Gravy Water	Mash Sweet Potato Bl Pilchard Mashed Butternut Gravy Water	Mash Potato Mince Bl Carrots Bl Peas Water		1/4 cup 20ml 20 ml 20 ml 20 ml
3pm Snack	Fruit Puree	Custard	Yoghurt	Custard	Fruit Puree	Yoghurt	Fruit Puree	Custard		50ml/175 ml
S U P P E R	Soft Pap Bl Pilchard B/L Gem Squash	Mashed Potato Bl Chicken Butternut	Mash Potato Mince Bl Country mix	Putu & Maas or Lentil Soup BL Mixed veg	Sweet Potato Bl Chicken Bl Peas	Mash Potato Pilchard Gem Squash	Soft Pap Bl Chicken Bl Spinach Gravy	Mash Potato Mince meat Pumpkin		1/4 cup 20ml 20 ml
LATE S NACK										

**BL=Blended. All meals should be blended. Remove skin. Blended Fruit.
No juice, water to be used. Porridge with margarine 5g no milk.**

DAY PACK MENU

	DAY PACK:		
Breakfast	Bread	Cheese sandwich 4 slices	
		250ml 100% Fruit Juice	
		Yoghurt 175 ml	
Lunch	Fruit in season	2 Pieces (Different Kinds)	
	Chicken	2 Pieces of Chicken (Drumstick and Thigh)	
		Bread with marg.4 slices	
	Fruit Juices	2 x 250ml 100% Fruit Juice	
	Serviettes		
NO SIP SAP, NO VIENNAS AND POLONY 100% FRUIT JUICE.			

CLEAR FLUID

SPECIFICATIONS

		Raw	Cooked
Early Morning	Tea(Rooibos)	1 teabag	1 cup
BREAK- FAST	Clear Fruit juice	250ml	1 cup
	Black tea & Sugar	1 teabag/3 sachets	1 cup
LUNCH	Fruit juice(Clear)	250ml	1 cup
	Chicken Broth		250ml
	Plain jelly	Jelly 80g	300ml
SUPPER	Fruit juice(Clear)	250ml	1 cup
	Plain jelly	Jelly 80g	300ml
EVENING SNACK	Chicken Broth		250ml
	Fruit juice(Clear)		250ml
	Clear apple juice 100% pure fruit juice		
	Pear juice, Grape juice, Litchi juice 100% pure fruit juice.		

STARTER FORMULA

STARTER AND CATCH-UP FORMULA		
	F75	F100
Full cream cow's milk	300ML	880ML
Sugar	100g	75g
Cooking oil (Liquid room temperature)	20ml	20ml
SERVING: PER PATIENT		

STARTER DIET (6 TO 7 MONTHS) VERY SMALL PORTIONS, SPOONFUL –JUST TO TASTE

MEAL	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	RAW SPEC	COOKED SPEC
AM										
B R EAKF AS	Mabella	M/Meal	Mabella	M/Meal	Mabella	M/Meal	Mabella	M/Meal		50ml
SNACK										
L U N C H	Pureed Pumpkin	Pureed Carrots	Pureed Carrots	Pureed Squash	Pureed Mash Potato	Pureed Country mix	Pureed Pumpkin	Pureed Country mix		50ml
3pm Snack										

S U P P E R	Pureed Mash Potato	Pureed Pumpkin	Pureed Country mix	Pureed Mash Potato	Pureed Country mix	Pureed Pumpkin	Pureed Mash Potato	Pureed Pumpkin		50ml
LATE S NACK										
<p>All meals should be Pureed. Porridge with margarine, no milk. No soup as it has added preservatives & is salty.</p>										

**Schedule A
Government Procurement
General Conditions of Contract**

Annexure A

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract (GCC) will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:

- 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 "Day" means calendar day.
- 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.

Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.

- 1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 “Project site,” where applicable, means the place indicated in bidding documents.
- 1.21 “Purchaser” means the organization purchasing the goods.
- 1.22 “Republic” means the Republic of South Africa.
- 1.23 “SCC” means the Special Conditions of Contract.
- 1.24 “Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and Terms of Reference.

5. Use of Contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any Terms of Reference, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause. 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patient rights

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance Security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque

- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental Services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods; performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - (d) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14 Spare parts

- 14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
 - (b) in the event of termination of production of the spare parts:

- (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
- (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and Terms of Reference of the spare parts, if requested.

15. Warranty

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's Terms of Reference) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The purchaser shall promptly notify the supplier in writing of and claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract Amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause
- 21.6 without the application of penalties.
- 21.7 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
 - (b) if the Supplier fails to perform any other obligation(s) under the contract; or
 - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

24. Anti-dumping and countervailing duties and rights

- 24.1 When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall

make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier.

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29 Governing Language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable Law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and Duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

Part 5 – Schedule B
CSD REGISTRATION CERTIFICATE

TAX CLEARANCE REQUIREMENTS

IT IS A CONDITION OF BIDDING:-

1. The Department of Health will verify the tax compliance status of bidders on the central Supplier Database (CSD) for all price quotations and competitive bids exceeding the value of R30 000 (Vat inclusive) prior to award as per National Treasury Instruction no 4A of 2016/17 Central Supplier Database.

Pricing Schedule

SBD 3.2

PRICING SCHEDULE – NON-FIRM PRICES (SERVICES)

NELSON MANDELA ACADEMIC HOSPITAL

Bidder No.	SCMU3-24/25-0444-NMA
Bidder Description	PROVISION OF CATERING SERVICES AT NELSON MANDELA ACADEMIC HOSPITAL FOR A PERIOD OF 36 MONTHS

Name of Bidder	
----------------	--

OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID. ALL PRICES TO BE VAT INCLUSIVE

No.	Description	Unit	Qty	Unit Cost per patient p/d	Cost per patient p/m	Total Price (Incl VAT)
1.	Nelson Mandela Academic Hospital					
1.1	Serving of Early morning tea NMAH (normal diet)	Serving	650			
1.2	Serving of breakfast as per menu (normal diet) – NMAH	Serving	650			
1.3	Serving of lunch as per attached menu (normal diet) – NMAH	Serving	650			
1.5	Serving of supper (normal diet) as per attached menu – NMAH	Serving	650			
1.6	Serving of evening snack (normal diet) as per attached menu – NMAH	Serving	650			
	SUB TOTAL (1) Nelson Mandela Academic Hospital (Carry forward to schedule below)					
2.	Nelson Mandela Academic Hospital Mental Ward					
2.1	Serving of Early morning tea Mental	Serving	60			
2.2	Serving of breakfast as per menu (mental diet) – MENTAL	Serving	60			
2.3	Serving of lunch as per attached menu (mental diet) – MENTAL	Serving	60			
2.4	Serving of evening afternoon snack (mental diet) as per attached menu – MENTAL	Serving	60			
2.5	Serving of supper (mental diet) as per attached menu – MENTAL	Serving	60			
2.6	Serving of evening snack (mental diet) as per attached menu – MENTAL	Serving	60			
	SUB TOTAL (2) Nelson Mandela Academic Hospital – Mental Unit (Carry forward to schedule below)					
3.	Bedford orthopedic hospital					
3.1	Serving of Early morning tea BOH	Serving	192			
3.2	Serving of breakfast as per menu (orthopedic diet) – BOH	Serving	192			
3.3	Serving of lunch as per attached menu (orthopedic diet) – BOH	Serving	192			

No.	Description	Unit	Qty	Unit Cost per patient p/d	Cost per patient p/m	Total Price (Incl VAT)
3.4	Serving of evening afternoon snack (orthopedic diet) as per attached menu – BOH	Serving	192			
3.5	Serving of supper (orthopedic diet) as per attached menu – BOH	Serving	192			
3.6	Serving of evening snack (orthopedic diet) as per attached menu – BOH	Serving	192			
	SUB TOTAL (3) Bedford Orthopedic Hospital (Carry forward to schedule below)					

NB: BUILD UP STOCK LEVELS PER NEED- THESE WILL BE THE PROPERTY OF THE DEPARTMENT

No	Description	Unit	Qty	UNIT PRICE (A)	VAT (B)	UNIT PRICE VAT INCLUSIVE (A+B)
4.	CUTLERY AND CROCKERY					
4.1	NELSON MANDELA ACADEMIC HOSPITAL					
4.1.1	Plate (size 25 cm) catering grade porcelain	Each	750			
4.1.2	Side plate size 15 mm) catering grade porcelain	Each	750			
4.1.3	Soup plate/Porridge bowl (20 cm) catering grade porcelain	Each	750			
4.1.4	Cups & saucers (250 ml) catering grade porcelain	Each	750			
4.1.5	Serving tray catering grade to suit existing food trolleys	Each	500			
4.1.6	Water bottle & Glass	Each	750			
4.1.7	Teaspoon catering grade stainless steel	Each	750			
4.1.8	Fork & knife catering grade stainless steel	Each	100			
4.1.9	Dessert spoon catering grade stainless steel	Each	750			
4.1.11	Catering grade stainless steel insulated milk jug with a capacity of at least 2 litre	Each	40			
4.1.12	Catering grade stainless steel sugar bowl with lid and a capacity of at least 1 litre	Each	40			
4.2.	NELSON MANDELA ACADEMIC HOSPITAL PEDIATRIC WARD					
4.2.1	Plate (size 20 cm) catering grade melamine plain white	Each	150			
4.2.2	Side plate size 15 mm) catering grade melamine plain white	Each	150			
4.2.3	Soup plate/Porridge bowl (20 cm) catering grade melamine plain white	Each	150			
4.2.4	Mug (250 ml) catering grade melamine plain white	Each	150			
4.2.5	Serving tray catering grade to suit existing food trolleys	Each	150			
4.2.6	Water bottle & Glass	Each	150			
4.2.7	Teaspoon catering grade stainless steel	Each	150			
4.2.8	Child's Fork & knife catering grade stainless steel	Each	75			
4.2.9	Child's Dessert spoon catering grade stainless steel	Each	150			
4.2.11	Catering grade stainless steel insulated milk jug with a capacity of at least 2 litre	Each	4			
4.2.12	Catering grade stainless steel sugar bowl with lid and a capacity of at least 1 litre	Each	4			
4.3.	NELSON MANDELA ACADEMIC HOSPITAL TRAUMA WARD					

No	Description	Unit	Qty	UNIT PRICE (A)	VAT (B)	UNIT PRICE VAT INCLUSIVE (A+B)
4.3.1	Plate (size 25 cm) catering grade melamine plain white	Each	60			
4.3.2	Side plate size 15 mm) catering grade melamine plain white	Each	60			
4.3.3	Soup plate/Porridge bowl (20 cm) catering grade melamine plain white	Each	60			
4.3.4	Mug (250 ml) catering grade melamine plain white	Each	60			
4.3.5	Serving tray catering grade to suit existing food trolleys	Each	60			
4.3.6	Water bottle & Glass	Each	60			
4.3.7	Teaspoon catering grade stainless steel	Each	60			
4.3.8	Fork & knife catering grade stainless steel	Each	10			
4.3.9	Dessert spoon catering grade stainless steel	Each	60			
4.3.11	Catering grade stainless steel insulated milk jug with a capacity of at least 2 litre	Each	1			
4.3.12	Catering grade stainless steel sugar bowl with lid and a capacity of at least 1 litre	Each	1			
4.4.	NELSON MANDELA ACADEMIC HOSPITAL PSYCHIATRIC WARD (MENTAL)					
4.4.1	Plate (size 25 cm) catering grade melamine plain white	Each	120			
4.4.2	Side plate size 15 mm) catering grade melamine plain white	Each	120			
4.4.3	Soup plate/Porridge bowl (20 cm) catering grade melamine plain white	Each	120			
4.4.4	Mug (250 ml) catering grade melamine plain white	Each	120			
4.4.5	Serving tray catering grade to suit existing food trolleys	Each	120			
4.4.6	Water bottle & Glass	Each	120			
4.4.7	Teaspoon catering grade stainless steel	Each	120			
4.4.9	Dessert spoon catering grade stainless steel	Each	120			
4.4.11	Catering grade stainless steel insulated milk jug with a capacity of at least 2 litre	Each	2			
4.4.12	Catering grade stainless steel sugar bowl with lid and a capacity of at least 1 litre	Each	2			
4.5	BEDFORD ORTHOPEDIC HOSPITAL					
4.5.1	Plate (size 25 cm) catering grade porcelain	Each	300			
4.5.2	Side plate size 15 mm) catering grade porcelain	Each	300			
4.5.3	Soup plate/Porridge bowl (20 cm) catering grade porcelain	Each	300			
4.5.4	Cups & saucers (250 ml) catering grade porcelain	Each	300			
4.5.5	Serving tray catering grade to suit existing food trolleys	Each	300			
4.5.6	Water bottle & Glass	Each	300			
4.5.7	Teaspoon catering grade stainless steel	Each	300			
4.5.8	Fork & knife catering grade stainless steel	Each	100			
4.5.9	Dessert spoon catering grade stainless steel	Each	300			
4.5.11	Catering grade stainless steel insulated milk jug with a capacity of at least 2 litre	Each	10			
4.5.12	Catering grade stainless steel sugar bowl with lid and a capacity of at least 1 litre	Each	10			
4.6	BEDFORD ORTHOPEDIC HOSPITAL PEDIATRIC WARD					

No	Description	Unit	Qty	UNIT PRICE (A)	VAT (B)	UNIT PRICE VAT INCLUSIVE (A+B)
4.6.1	Plate (size 20 cm) catering grade melamine plain white	Each	60			
4.6.2	Side plate size 15 mm) catering grade melamine plain white	Each	60			
4.6.3	Soup plate/Porridge bowl (20 cm) catering grade melamine plain white	Each	60			
4.6.4	Mug (250 ml) catering grade melamine plain white	Each	60			
4.6.5	Serving tray catering grade to suit existing food trolleys	Each	60			
4.6.6	Water bottle & Glass	Each	60			
4.6.7	Teaspoon catering grade stainless steel	Each	60			
4.6.8	Child's Fork & knife catering grade stainless steel	Each	60			
4.6.9	Child's Dessert spoon catering grade stainless steel	Each	60			
4.6.10	Catering grade stainless steel insulated milk jug with a capacity of at least 2 litre	Each	10			
4.6.11	Catering grade stainless steel sugar bowl with lid and a capacity of at least 1 litre	Each	10			
THIS WILL BE THE PROPERTY OF THE DEPARTMENT- BUILD UP STOCK WHEN NEEDED- PRICES PER ITEM						
5.	COOKING EQUIPMENT AND UTENSILS					
5.1	3LT Food processor/ Blender (supply and maintain)	each	6			
5.2	Heavy duty commercial type liquidizer (Supply and maintain)	each	2			
5.3.	Insulate beverage servers 19Ltr	each	48			
5.4.	Industrial stock pots 50Ltr	each	7			
5.5	Industrial stock pots 16 Ltr	each	4			
5.6	Industrial stock pots 10Ltr	each	4			
5.7	Industrial stock pots 6 Ltr	each	4			
5.8	Mixing bowls (Stainless steel) 17 Ltr	each	5			
5.9.	Mixing bowls (Stainless steel) 8 Ltr	each	5			
5.10	Mixing bowls (Stainless steel) 4Ltr	each	5			
5.11	Colour coded serving spoon	each	20			
5.12	Slotted spoons	each	15			
5.13	Tongs	each	15			
5.14	Whisks	each	10			
5.15	Colanders	each	7			
5.16.	Bain – Marrie inserts in the following sizes Gastronorm	each	20			
5.17	Bain – Marrie inserts in the following sizes Half Gastronorm	each	20			
5.18	Bain – Marrie inserts in the following sizes Third Gastronorm	each	20			
5.19	Big maphini (stainless steel) industrial grade	each	6			
5.20	Big stirring spoon (stainless steel)) industrial grade	each	6			
5.21	Industrial microwave (supply and maintain)	each	2			
5.22	Butcher knives	each	20			
5.23	Pairing knives	each	20			
5..24	Butter knives	each	35			
5.25	Industrial electronic kitchen scale 0-50 (supply and maintain)	each	2			
5.26	Colour coded chopping boards	each	20			

No	Description	Unit	Qty	UNIT PRICE (A)	VAT (B)	UNIT PRICE VAT INCLUSIVE (A+B)
5.27		each				
5.28		each				
	SUB TOTAL (4) Cutlery and Crockery (Carry forward to schedule below)					
5.	PEST CONTROL					
5.1	Pest control to kitchen – NMAH	Each	1			
5.2	Pest Control to kitchen – BOH	Each	1			
5.3	<u>Nelson Mandela Academic Hospital</u> Stainless steel Electric fly killer/zapper with ultraviolet to attract flies and flying insects onto a stainless-steel grit to electrocute and kill. The unit will have a coverage of at least 80m ² like Firefly or equally approved. No of units to increase to ensure full coverage of kitchen	Sets	4			
5.4	<u>Bedford orthopaedic Hospital</u> Stainless steel Electric fly killer/zapper with ultraviolet to attract flies and flying insects onto a stainless-steel grit to electrocute and kill. The unit will have a coverage of at least 80m ² like Firefly or equally approved. No of units to increase to ensure full coverage of kitchen	Sets	2			
5.3	<u>Nelson Mandela Academic Hospital</u> Anti-bacterial ultraviolet light	Unit	1			
5.4	<u>Bedford orthopaedic Hospital</u> Anti-bacterial ultraviolet light	Unit	1			
	SUB TOTAL (5) Pest Control (Carry forward to schedule below)					
6	FAT TREATMENT AND CLEANLINESS					
6.1	<i>Nelson Mandela Academic Hospital</i> Fatking, or equally approved, monthly biological treatment to all kitchen drains as specified cost per month). Including Cleaning and maintenance to fat trap Deep Cleaning of kitchen area including cold room, freezer room, store, etc. as specified (monthly cost)	Unit	18			
6.2	<u>Bedford Orthopaedic Hospital</u> Fatking, or equally approved, monthly biological treatment to all kitchen drains as specified (cost per month). Including Cleaning and maintenance to fat trap Deep Cleaning of kitchen area including cold room, freezer room, store, etc. as specified (monthly cost)	Unit	18			
6.3	<u>Nelson Mandela Academic</u> Cleaning of vapour canopy filters as specified (monthly cost)	Unit	18			
6.4	<u>Bedford orthopaedic Hospital</u> Cleaning of vapour canopy filters as specified (monthly cost)	Unit	18			
6.5	<u>Nelson Mandela Academic Hospital</u>	Unit				

No	Description	Unit	Qty	UNIT PRICE (A)	VAT (B)	UNIT PRICE VAT INCLUSIVE (A+B)
	Emergency repairs undertaken by agent as prescribed in the document. Quotation to be approved by committee & Manager mechanical engineering before job is done (Adhoc).		1	R1 000 000		
	Subtotal (6) Fat treatment , Cleanliness and emergency maintenance carry forward to schedule below					
7.	STAFFING					
7.1	Catering / Food service Manager	Unit	3			
7.2	Food Service supervisor	Unit	6			
7.3	Cooks	Unit	10			
7.4	Food Service Aids	Unit	7			
7.5	Food Servers (ward hostess)	Unit	85			
7.6	Milk kitchen	Unit	4			
7.7	Store keeper	Unit	3			
	SUB TOTAL (7) Staffing (Carry forward to schedule below)					
Item No	Type of menu	Unit	Number	Total per day	Total	
1	NORMAL DIET					
2	Diabetic/ weight loss diet					
3	High protein diet					
4	Mental diet					
5	Paediatric diet 4-12 years					
6	Toddler diet 1-3 years					
7	Low fat and cholesterol & salt free diet					
8	Low residue diet/ light diet					
9	Renal diet					
10	Vegetarian diet					
11	Soft diet					
12	Puree or Sloppy diet					
13	Baby diet 8 months-1 year					
14	Clear fluid					
15	Starter or catch up formula					
16	Day pack					
17	Full fluid diet					
18	Starter diet (6-7months)					

No	Description	Price carried forward
	SUBTOTALS CARRIED FORWARD FROM ABOVE	
1	Subtotal (1): Nelson Mandela Academic Hospital	
2	Subtotal (2): Nelson Mandela Academic Hospital Mental Ward	
3	Subtotal (3): Bedford Orthopaedic Hospital	
4	Subtotal (4): Cutlery and Crockery	
5	Subtotal (5): Pest Control	
6	Subtotal (6): Cooking Equipment and Utensils	
7	Subtotal (7): Fat Treatment and Cleanliness	
8	Subtotal (8): Staffing	
	Total Tender Price	
	VAT	
	Total inclusive of VAT	

Please Confirm that you are authorized by your company to sign this form by signing next to the YES.		YES
Signed	Authorised Signatory 1	Authorised Signatory 2
Name		
Position		
Date		

Please indicate what percentage (%) of the following makes up your cost structure (indicate where applicable):

Cost Element	Percentage (%)
Labour	
Material:	
Imported	
Local	
Cost Element	Percentage (%)
General & Administrative Overheads:	
Fixed	
Variable	
Transport	
Other (Specify)	
Profit	

- Does offer comply with Terms of Reference? *YES/NO
- If not to Terms of Reference, indicate deviation(s)
.....
- Period required for delivery after issuing and order
.....
*Delivery: Firm/not firm
- Delivery basis (all delivery costs must be included in the bid price)

Note: Prices must be inclusive of Vat. All delivery costs must be included in the bid price, for delivery at the prescribed destination
PRICE ADJUSTMENTS

A NON-FIRM PRICES SUBJECT TO ESCALATION

1. IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES
2. IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{D4t}{D4o} \right) + VPt$$

Where:

- Pa = The new escalated price to be calculated.
- (1-V)Pt = 85% of the original bid price. **Note that Pt must always be the original bid price and not an escalated price.**
- D1, D2.. = Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D1,D2...etc. must add up to 100%.

- R1t, R2t..... = Index figure obtained from new index (depends on the number of factors used).
- R1o, R2o = Index figure at time of bidding.
- VPt = 15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

3. **The Applicable Consumer Price Index for Catering Industry must be used when calculating the bid price.**
4. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

SBD 3.2

B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1. **Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.**

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. **Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)**

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

**Part 5 – Schedule D
Declaration of Interest**

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?
YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?
YES/NO

with any person who is employed by the procuring institution?
YES/NO

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT

¹ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Part 5 – Schedule E
Qualifications and Experience

1. Details of the extent of the bidders activities and business, e.g. branches etc:

2. A list of existing /previous contracts relating to services which are similar to the Services:

Description of Contract Period Contact Person & Tel No.

(Please provide contactable reference)

3. The number of years that the bidder has been in the business of providing services which are materially the same as the Services:

4. The name of the person who shall manage the Services:

5. Detail such person's qualifications and experience below :

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.

2.

Part 5 – Schedule F
Organisation type

PARTNERSHIP/CLOSED CORPORATION/COMPANY
(delete which is not applicable)

The bidder comprises of the following partners/members/directors :

1. NAME _____
ADDRESS : _____
ID NUMBER: _____

2. NAME : _____
ADDRESS : _____
ID NUMBER: _____

3. NAME : _____
ADDRESS : _____
ID NUMBER: _____

4. NAME : _____
ADDRESS : _____
ID NUMBER: _____

5. NAME : _____
ADDRESS : _____
ID NUMBER: _____

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.
2.

Part 5 – Schedule H
Details of Supplier's Nearest Office

1. Physical address of supplier's office

1 Telephone No of office: _____

3 Time period for which such office has been used by supplier : _____

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.:

2.:

**Part 5 – Schedule I
Financial Particulars**

This schedule must be completed by the bidder and submitted together with the bid. **Documentary proof confirming availability of financial resources to execute the contract from the bidder's financial institution and /or Stamped Audited Financial Statements must be submitted with the bid.** If this requirement is not complied with in full the bid may be considered invalid.

Nature of Service : _____

Name of bidder: _____

Bid Number: _____

	<u>FINANCIAL POSITION OF BIDDER</u>
	<p>I/we hereby certify that I/we have the necessary financial capacity and resources to execute the above contract successfully for the bid amount. I / we hereby attach letter confirming availability of financial resources from the financial institution. I / we give the ECDOH permission to contact the financial institution below to confirm the information provided.</p> <p>In the absence of the above, a letter confirming that the bidder has applied for financial assistance from any financial institution and that the institution is willing to favourably consider such application in the event that the bidder is successful, will also satisfy the Department.</p>
NAME OF FINANCIAL INSTITUTION	
ADDRESS	
TEL.NO	
FAX NO	
CONTACT PERSON	

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.

2.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system IF AWARDED WITH LABOUR FORCE AND 80/20 IF AWARDED WITHOUT.
- b) The lowest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS	POINTS
PRICE	80	90
SPECIFIC GOALS	20	10

Total points for Price and SPECIFIC GOALS	100	100
--	------------	------------

- 1.5 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.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{\min}}{P_{\min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will

apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
then the organ of state must indicate the points allocated for specific goals for both the 80/20 and 90/10 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 80/20 or 90/10 preference point system is applicable, corresponding points must also be indicated as such.

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

The specific goals allocated points in terms of this tender	Weighting of points	Number of points allocated 90/10 system) (To be completed by the organ of state attach each proof as per table below)	Number of points claimed (90/10 system) (To be completed by the tenderer) state proof attached for ease of reference
Historically Disadvantage Individuals			
• Race	20%	2	
• Women	20%	2	
• Disability	20%	2	
Military Veterans	10%	1	
Youth	10%	1	
Locality (Eastern Cape	20%	2	
Total	100	10	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

- One-person business/sole propriety
 - Close corporation
 - Public Company
 - Personal Liability Company
 - (Pty) Limited
 - Non-Profit Company
 - State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF BIDDER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

.....



Province of the
EASTERN CAPE
HEALTH

CERTIFICATION ATTENDANCE OF INFORMATION SHARING SITE INSPECTION

Tender No. SCMU3-24/25-0444 -NMA
Tender Description PROVISION OF CATERING AND RELATED SERVICES AT THE DEPARTMENT'S NELSON MANDELA ACADEMIC HOSPITAL

Details relating to compulsory

Tender Information Meeting: Time and Date: 19 November 2024 @ 11h00

Venue
Nelson Mandela Academic Resource Centre

Name of company:

Representative attending meeting:

Contact Details:

Signature of representative

Date stamp of institution

Signature of Departmental Representative