

TENDER EVALUATION CRITERIA - PROVISION OF CANTEEN SERVICES (TAKE AWAY AND SIT DOWN) AT SALT RIVER PLANT FOR A PERIOD OF (24) MONTHS		
CRITERIA DEFINITION	WEIGHTING	SCORE
1. Management Plan / Methodology The tenderer must explain their understanding of the objectives, highlight the issues of importance, and indicate how the service is going to be rendered on daily basis, approach they would adopt to address them. The tenderer must explain their understanding of the objectives, highlight the issues of importance, and indicate how the service is going to be rendered on daily basis, approach they would adopt to address them. The management plan should include follows: •Executive summary •Business model •Human resources plan •Catering implementation plan		
Management/ Operational Plan must include the following information (10 points)	45%	Executive summary submitted - 10 points.
		Executive summary not submitted - 0 points
Business model (10 points)		Business model submitted - 10 points
		Business model not submitted - 0 points
Human resources plan (20 points)		a. Organizational structure indicating all relevant cooking and food preparation skills, food safety skills and/or qualifications for staff. - (5 of 25 points)
		b. Proposed staff rosters. - (5 of 25 points)
		c. Affiliated with the South African Chefs Association will be added as an advantage – (5 of 25 points)
		d. Basic food handling Qualification (For all staff members)
		Human capital plan submitted - (5 of 25 points)
		Human capital plan not submitted - 0 points
Catering implementation plan (5 points)	Implementation plan submitted - (5 points)	
	Implementation plan not submitted - 0 points	
2. Previous Experience Provide at least three (3) contactable references where similar service (industrial mass catering) was provided successfully for at least 3 years		
Minimum of Three reference letters within the last 3 years for catering or fast food	15%	Three reference letters within the last 3 years for catering or fast food - 15 Points
		Two reference letters within the last 3 years for catering or fast food - 10 Points
		One reference letter within the last 3 years for catering or fast food - 5 Points
		No reference letters within the last 3 years for catering or fast food - 0 Points
3. Contingency Plan Contingency plan detailing steps that will be taken and how you will ensure that food delivery continues		
Contingency plan in case of unforeseen events (strike, protests, electricity outages, equipment breakage etc.)	15%	Contingency plan in case of unforeseen events (strike, protests, electricity outages, equipment breakage etc)
		Contingency plan not submitted - 0 points

4. Submission of various menus

Bidder to submit all various menus

List of Menu's - Submission of breakfast menu - Submission of lunch menu - Submission of salads menu (different options) - Beverages and snacks menu - Sandwiches, Rolls, Hamburgers, Vetkoeks and other items menu	25%	a. Submission of breakfast menu submitted (5 points)
		b. Submission of lunch menu submitted (5 points)
		c. Submission of salads menu (different options) submitted (5 points)
		d. Beverages and snacks menu submitted (5 points)
		e. Sandwiches, Rolls, Hamburgers, Vetkoeks and other items menu submitted (5 points)
		Bidder submitted all menu requirements – 25 points
		Bidder did not submit all menu requirements – 0 points
Total	100%	
Minimum Threshold	80%	