

Reference number: GLO-05-2025

Invitation to Submit Proposals for Coffee Shop Setup & Operation at Glodina Factory Shop – Hammarsdale.

Glodina invites proposals from qualified and experienced catering enterprises, coffee shop operators, and franchise houses (e.g., Xpresso Café, Fego Café, or similar) to establish and operate a **high-quality coffee shop** within our factory shop premises in **Hammarsdale**.

This opportunity is ideal for:

- Established coffee shop brands looking to expand.
- Independent entrepreneurs with a strong concept and operational capacity.
- Franchise operators with proven models and brand appeal.

 **Location & Opportunity**

- **Facility Size:** 67 square meters
- **Location:** Inside Glodina Factory Shop, Hammarsdale
- **Foot Traffic:** ±300 Glodina employees (Mon–Fri), plus surrounding businesses (warehouses, factories, etc.) +-1800 External Shoppers per month.
- **Operating Days:** Monday to Friday (high traffic), Saturday until 12:00 (low traffic)

 **Proposal Requirements**

Interested parties must submit a comprehensive proposal that includes:

1. **Shop Fitting & Interior Design**
 - Aesthetic appeal and functional layout
 - Seating (if applicable), counters, décor
2. **Shop Equipment**
 - Coffee machines, refrigeration, display units, etc.
3. **Staff Training Plan**
 - Barista skills, customer service, hygiene protocols
4. **Proposed Menu & Pricing**
 - Coffee, beverages, light meals/snacks
 - Pricing strategy for employees and public
5. **Operational Plan**
 - Daily operations, peak hour strategy, waste management
6. **Staffing Plan**
 - Number of staff, roles, shifts
7. **Staff PPE**
 - Uniforms, gloves, masks, hairnets, etc.
8. **Safety & Hygiene Plan**
 - Compliance with food safety regulations
 - Hygiene protocols and cleaning schedules
9. **Safety File**
 - To be submitted upon award, including risk assessments and compliance documentation
10. **Cost Breakdown**
 - Initial setup costs

- Visual layout or sketch of the proposed setup

12. Safe Food Handling Credentials

- Certifications, training records, or experience

■ Site Viewing

A site viewing will be held on 22 JANUARY 2026

Address :1 Anderson Road, Hammarsdale,3700. This will allow interested parties to assess the space and ask questions.

THE CLOSING DATE FOR ACCEPTANCE OF RESPONSES IS 30 JANUARY 2026

All inquiries must be made in writing and addressed to

Rosemary Dube, Procurement Officer 031 736 7600 or tenders@glodina.co.za