



**PROVISION OF CATERING SERVICES (SIT
DOWN CANTEEN AND TAKE AWAY) FOR
3 YEARS AT INSEZI LOCOMOTIVES,
INSEZI WAGONS AND SOUTH DUNES.**

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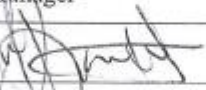


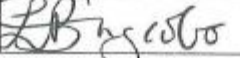
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Signature of Bidder/s: _____ Date: _____

Document Authorities

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Signature of Bidder/s: _____

Date: _____

1. INTRODUCTION / SCOPE OF WORK

This specification is for the:

#	ITEM	REQUIRED
1	Provision of catering services (sit down canteen and take away) for 3 years at 3 Transnet Engineering sites, namely, Insezi Locomotives (main site), Insezi Wagons (mobile kitchen) and South Dunes (mobile kitchen) .	✓

- Transnet Engineering intends to enter into a Service Level Agreement with a Service Provider, to provide the services of a sit down café including a take away service to its employees on the premises.
- Any omissions or sub-standard requirements of this specification shall be brought to the attention of Transnet Engineering at tender stage.**

2. SITE INSPECTION

- 2.1 All prospective Tenderers shall be required to undertake a compulsory site inspection to fully acquaint themselves with all aspects involved.
- 2.2 Arrangements to visit the site and confirmation of the date and time of the site inspection shall be made with the Transnet Engineering Project Manager.
- 2.3 The site inspection certificate shall be completed and countersigned by the Assets Manager on the day of the visit and shall be submitted with the tender documents.

3. INFORMATION REQUIRED

- 3.1 Offers will not be considered unless full particulars and sufficient literature is provided at the tendering stage to enable the Transnet Engineering Technical Officers the opportunity to assess each technical offer properly.
- 3.2 Prospective Tenderers will complete the relevant questionnaire in full and shall indicate whether their offer complies with each item of the specification.
- 3.3 Should there be insufficient space for furnishing full details; Tenderers shall provide the additional details in their covering letter. The additional details shall be numbered in accordance with the applicable clause specified in the specification.
- 3.4 As prospective Tenderers are considered to be experts in their field, they are obliged to identify any shortcomings, such as omissions or sub-standard requirements, to the completeness of this specification. These shall be brought to the attention of Transnet Engineering at tender stage with alternatives to address these shortcomings.

4. TECHNICAL REQUIREMENTS

The following act(s), regulation(s), standard(s) shall be complied with:-

- The Occupational Health and Safety Act – Act 85 of 1993.**

Signature of Bidder/s: _____

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- **General Hygiene for Food Premises and the Transport of Food made under the Foodstuffs, Cosmetics and Disinfectant Act, 1972 (Act No.:54 of 1972) and subsequent amendments.**
- **Government notice R962 of 23 November 2012, and subsequent amendments.**

4.1 Except where otherwise provided for in the specification, all equipment offered will comply with the requirements of the relevant standard specifications of the SABS, if published, otherwise with the relevant standard of the British Standards Institution in force at the time of tendering.

4.2 Where equipment offered complies with the recognized standards of the country of manufacture and not specifically with the standards required by this specification, such equipment will be considered at the discretion of Management. In this case, tenders shall state fully all respects in which the equipment departs from the standard laid down in this specification.

4.3 The successful tender will at the conclusion of the installation provide a document along the lines “that the installation complies with national/international requirements and that all selected /designed items are compliant with Act 85 of 1995 and SABS practices applicable to the installation. The equipment has been commissioned/ calibrated and employees as specified have been trained and found competent to operate the plant.”

5. SPECIFIC REQUIREMENTS

Any person with the intention of providing the catering services shall ensure that the information below is complied with.

5.1 Scope of Tender

- 5.1.1 The supplier shall provide the services of a sit down café including a take away service to Transnet Engineering.
- 5.1.2 The services rendered will be for the Service Provider’s own account, taking responsibility for all risks including profit/loss, stock and cash control.
- 5.1.3 The services will **NOT** be on a subsidy basis.
- 5.1.4 The Insezi Locomotives site has an existing facility for a service provider.
- 5.1.5 The Insezi Wagons and South dunes sites do not have the facilities, the service provider shall provide their own mobile kitchen(s) / food truck(s).

5.2 Type of Service

- 5.2.1 It is expected of the contractor to provide variety basic meals, beverages, snacks & other items (not limited to free issuance) on a daily basis to on-site personnel, including providing and maintaining equipment and consumables required for the intended use.

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- 5.2.2 Duration of Service, the intended term of the contract will be for a period of 36 months from date of awarding the contract, with an option to renew.
- 5.2.3 Provision of a Catering Service, Transnet Engineering reserves the right to outsource the provision of a Catering Service for internal meetings and ad-hoc functions.

5.3 Price Control

- 5.3.1 Transnet Engineering will provide water and electricity, limited catering facilities and equipment and the maintenance thereof.
- 5.3.2 In return it is expected that the prices of all off-shelf products sold to employees shall be at least 15% cheaper, and all prepared food items for example, curries, shall be at least 20% to 25% cheaper than the comparable market price for similar products except where the prices are regulated by Government.
- 5.3.3 A liaison committee is in place to manage price control on a yearly basis. All quoted price shall be fixed for period of 12 months from date of the contract.
- 5.3.4 Any price increases will be controlled by this committee and are subjected to the escalation clause.
- 5.3.5 Any food price increase is to be agreed with the committee prior to implementation. Submission to review price increase before any increase will be considered.
- 5.3.6 Committee will give response within a month.
- 5.3.7 All menu items are to be individually priced for sale. Provide variety of menus.
- 5.3.8 Only sales within Transnet Engineering will be allowed.
- 5.3.9 For evaluation purposes Service Providers are required to provide detailed pricing on Annexure B.
- 5.3.10 All other pricing assumptions, excluded and unknown costs shall be submitted to the Committee and wait for approval prior to increase.

5.4 Trading Hours

- 5.4.1 The trading hours shall be as follows :
- | | |
|--------------------|----------------|
| Monday to Friday - | 06h00 to 15:00 |
| Saturdays | 06h00 to 13:00 |
- 5.4.2 Extended trading hours on an adhoc basis could be negotiated with Transnet Engineering Liaison Committee i.e. When overtime is worked or during Saturdays and / or Sundays.

5.5 Contract Period

The proposed contract period will run for a two-year period. The contract will be reviewed after 6 month Transnet do have right to terminate the contract if the service

Signature of Bidder/s: _____ Date: _____

provider is not meeting the requirement.

5.6 WHO MAY TENDER

No employee of Transnet may tender for the provision of this service neither will the service of any employee be made available be made available to work in any outlet.

Tenderers shall provide the following information as Annexures to the tender document :

- ◆ A registered business with the authorities
- ◆ Business license, latest letter of acceptability from the Municipality, food management system or quality assurance programme.
- ◆ Cover at the Compensation Commissioner.
- ◆ Latest/Valid Tax Clearance Certificate.
- ◆ Valid/Latest BBBEE Certificate.

5.7 TENDER AWARD

Transnet Limited reserves the right to negotiate prices and commercial aspects after the closing date of the tender.

Tenderers are to insert the name and telephone number of the person with mandate who can be contacted should Transnet Ltd seek to negotiate on the prices tendered.

NAME : _____

TELEPHONE NUMBER : _____

5.8 SECURITY

The successful tenderer shall provide their own security measures. These measures shall be done in conjunction with Transnet Engineering's security measures.

Access Control tags will be provided to each staff member on site after health and safety induction. These tags shall be returned at the end of the contract period, failing which an amount of R75, 00 per tag will be charged for each tag lost or stolen or misplaced.

For any theft, it is a requirement that TE security or contracted security company be involved during the investigations.

5.9 RESPONSIBILITIES

Transnet Engineering is not responsible for any theft, loss or damage to property or any other articles belonging to or being trading with by the successful tenderer.

Signature of Bidder/s: _____

Date: _____

The service provider (successful tenderer) will be liable for damages, theft, loss, of Transnet Engineering equipment, sundries, etc in the canteen, as well as the cleaning of such equipment and premises i.e.: eating areas, kitchen and toilets.

The contractor is responsible to report, in writing, defects to the Maintenance Department, of equipment in the canteen.

5.10 RENT OF PREMISES AND DEPOSIT

Canteen Facility:	R0.00per month
Ablution Facility:	R0.00per month
Building & Equipment:	R0.00per month
LP Gas:	R0.00per month
Electricity and Water	R0.00per month

This tariff includes electricity and water, but excludes telephone use.

A deposit of R5000.00 is required which will be refunded at the end of the contract period without interest. Any damages will be deducted from the deposit.

The telephone shall be arranged by the contractor.

5.11 ACCOUNTS PAYABLE

All deposits are payable to :

Finance Manager
Transnet Engineering
Durban

(Banking details will be made available to the successful tenderer before award of the contract)

5.12 PREPARATION OF FOOD

- 5.12.1 Food is to be prepared on site.
- 5.12.2 Random mass testing on food portions shall be done by the service provider.
- 5.12.3 No alcohol will be allowed on the premises.

5.13 SITE INSPECTION

All tenderers will be required to attend a site inspection prior to submission

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of proposals.

5.14 RESTRICTED ACTIONS AND DISCIPLINE

The contractor and his / her staff shall not involve themselves with matters unrelated to canteen matters whilst on TE premises.

The contractor is responsible for the discipline of its own staff members. All staff members shall be neatly dressed in uniform for identification. Staff members of the contractor will not be allowed to participate in any union activities on Transnet Engineering premises or to interfere in any other way whatsoever with TE operations.

5.15 HEALTH INSPECTIONS

The health and hygiene inspector shall have free access into all sites to establish conditions and compare it with standards. See Annexure A for conditions laid down in terms of health and hygiene.

5.16 CLEANLINESS

The contractor is responsible for the tidiness, hygiene, etc., of the hired premises. All waste shall be stored in containers to be emptied by TE but **kept clean by the contractor.**

5.17 NEATNESS

All the staff members of the contractor shall be neatly dressed in uniform for uniformity and identification. All hair shall be covered and no jewellery worn by food handlers.

5.18 OCCUPATIONAL HEALTH AND SAFETY ACT (ACT 85/1993 AS AMENDED)

The contractor shall comply to the following during the contract period :

- 5.18.1 The contractor is bound by the OHS act and regulations as implemented by Transnet Engineering on the premises. Regular inspections will be carried out by Transnet Engineering appointed staff.
- 5.18.2 Transnet Engineering is committed to ensure that Transnet's Environmental Policy is adhered to The contractor shall therefore comply to the following :
 - 5.18.2.1 The contractor and all his / her employees are to monitor and control the use of hazardous chemicals and should, where possible, use biodegradable and environmentally recyclable products.

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Date: _____

- 5.18.2.2 All chemicals used in the canteen shall first be accompanied by an MSDS sheet which shall be in the required 16 point format and after completion shall be issued to the Risk Department of Transnet Engineering.
- 5.18.2.3 All waste shall be separated to make recycling possible. Transnet Engineering will provide the containers / skips. The containers / skips will be emptied by Transnet Engineering's service provider but shall be kept clean by the contractor.
- 5.18.2.4 The contractor shall **deep clean** the kitchen **at least once in three months**. Transnet Engineering will be advise when deep cleaning should take place. The contractor will carry the cost of the deep cleaning which shall be done by a service provider who specialized in deep cleaning. After deep cleaning has taken place a "Deep Cleaning Certificate" shall be provided to Transnet Engineering for record purposes.

5.19 INSURANCE DAMAGE COMPENSATION AND LIABILITY

- 5.19.1 Transnet Engineering will not accept any liability in respect of damage caused fire, theft, storm damage, power failure, strikes or any similar events to the contractor's property.
- 5.19.2 The contractor shall be liable for any damages or losses to Transnet Engineering's property or assets due to gross negligence, abuse and theft.

5.20 BY LAWS

- 5.20.1 The tenants shall be responsible to abide to all by-laws enforced by the Local Authority. No overnight accommodation is allowed on site.

5.21 TRANSFER OF RIGHTS

- 5.21.1 The contractor/s shall not be allowed to cede, assign or transfer any of its rights or obligations obtained as a result of this tender without the permission of Transnet Engineering.

5.22 CANCELLATION OF CONTRACT

- 5.22.1 If the contractor is in any default Transnet Engineering reserves the right to cancel the contract with immediate effect if the contractor does not remedy the default within **fourteen (14) days** after notice. Normal termination period will be **30 days** and will also apply if the contract was renewed by tacit or through any other terms after the initial fixed term period has lapsed and the parties for any reason did not renew the contract.

Signature of Bidder/s: _____

Date: _____

5.23 PHYSICAL ADDRESS

- 5.23.1 The Contractor chooses as its *domicilium citanci ex executandi* the following address in (which shall not be a post office box or poste restante) :

- 5.23.2 A party may change the address referred to above by giving the other party notice in writing of the new address (which shall not be a post office box or poste restante).

Where an “agent” has shareholding in the company he/she represents, it is not earning a salary and his/her inputs/contributions add value, he/she will be considered for preference depending on his percentage shareholding in the company he represents.

ANNEXURE A : CONDITIONS: HEALTH AND HYGIENE STANDARDS

6. FOOD HANDLING STANDARDS

6.1 STANDARDS AND REQUIREMENTS FOR FOOD PREMISES

Food premises shall be of such design, construction and finish, and shall be so equipped in such a condition that it can be used at all times as a food handling premises. The design, construction and finish shall be in such a condition :

- 6.1.1 It does not create health hazard at all times.
- 6.1.2 That food can be handled hygienically on the premises or with the equipment thereon.
- 6.1.3 That food can be protected by the best available method against contamination or spoilage by poisonous or offensive gases, smoke, soot deposits, dust, chemical or biological contamination or pollution or by any other agent whatsoever.
- 6.1.4 All interior surfaces of wall, sides or ceiling, or roofs without ceilings, and

Signature of Bidder/s: _____ Date: _____

the surfaces of floors, or any other similar horizontal or vertical surfaces that form part of or enclose the food handling premises shall :

- 6.1.4.1 Have no open joints or open seams and shall be made of smooth, rust free, non-toxic, cleanable and non-absorbent material that is dust-proof and water resistant.
- 6.1.5 Each room shall be ventilated effectively either naturally or artificially.
- 6.1.6 Each room shall be illuminated effectively either naturally (10% of the floor area) or artificially (200 lux).
- 6.1.7 There shall be a wash-up facility with hot/warm and cold water for the cleaning of facilities.
- 6.1.8 The premises shall be rodent proof.
- 6.1.9 The flies or other insects shall be prevented from the food handling area.
- 6.1.10 The waste disposal system approved by Transnet Engineering
- 6.1.11 There shall be hand washing facility provided with a constant supply of hot and cold water for the washing of hands by workers on the food premises and by persons to whom food is served for consumption on the food premises, together with supply of soap and clean disposable hand drying material or other hand cleaning facilities.
- 6.1.12 Liquid-proof, easy to clean refuse containers with close fitted lids suitable for the hygienic storage of refuse pending its removal from the food handling area.
- 6.1.13 A separate changing area with storage facilities for clothes
- 6.1.14 Direct access to any room or area where gases, soot deposits, offensive smell, fumes or any other impurity is present should be prevented.
- 6.1.15 Unnecessary material (material which does not form part of the food handling premises) should not be kept in the food handling premises.
- 6.1.16 All equipment and utensils that come into contact with food shall be made of smooth, rust-proof, non-toxic and non-absorbent material that is free of open seams or joints.
- 6.1.17 Crockery, cutlery, utensils, basins or any other such facilities shall not be used for handling of food if they are not clean or if they are chipped, split or cracked.

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- 6.1.18 All equipment and utensils used for food handling shall be kept in a dust free environment.

6.2 BACTERIOLOGICAL SAMPLING OF FOOD

- 6.2.1 Bacteriological food samples shall be carried out at intervals not exceeding 3 months.
- 6.2.2 Water samples for chemical and biological analysis shall also be taken at interval not exceeding 3 months.
- 6.2.3 Swabs from food handling equipment shall also be taken at intervals not exceeding 3 months.

6.3 COLD STORAGE AND DISPLAY OF FOOD

- 6.3.1 The cold storage facility shall be provided with a thermometer which at all times reflects the degree of coldness.
- 6.3.2 Food marketed as frozen food shall be kept at temperatures below -12 degrees Celsius at all times.
- 6.3.3 Chilled products such as raw unpreserved fish, edible, offal, poultry, meat and milk shall be kept at temperature below 4 degrees Celsius.
- 6.3.4 Any other perishable food that shall be kept at temperatures below 7 degrees Celsius to prevent spoilage.
- 6.3.5 Any other perishable food not kept frozen shall be kept at temperatures above 65 degrees Celsius.
- 6.3.6 Food that is stored shall not come into contact with a floor or ground surface.

6.4 HOT STORAGE AND DISPLAY OF FOOD

- 6.4.1 The heating apparatus used for storage or display of heated perishable food shall be provided with a thermometer which at all times shall reflect the degree of heating.
- 6.4.2 Any other perishable food not kept frozen or chilled shall be kept at temperatures above 65 degrees Celsius.
- 6.4.3 Any shelf or display case used for displaying of or storing food shall be kept clean and free from dust and any other impurities.
- 6.4.4 Non prepacked food, stored or displayed food, ready to consume food shall

Signature of Bidder/s: _____ Date: _____

be protected against droplet contamination or contamination by insects and dust.

6.5 CONDITIONS: HEALTH AND HYGIENE STANDARDS STANDARDS FOR FOOD PREPARATION, STORAGE AND SALE

- 6.5.1 No one should be allowed to handle / prepare food for consumption by the public if he / she is suffering from any communicable disease such as TB, cholera etc.
- 6.5.2 No one should be allowed to touch any food prepared for consumption by the public unless he /she is employed or authorised by the person in charge of the food premises.
- 6.5.3 People with open wounds should not be allowed to handle / prepare food for public consumption
- 6.5.4 The person handling money shall not have direct contact with food.
- 6.5.5 No person shall be allowed to handle food without wearing the suitable protective clothing.
- 6.5.6 All protective clothing used in the food handling premises shall be kept clean and hygienic at all times.
- 6.5.7 Personal hygiene of all the people handling food shall be monitored by the person in charge of the food premises.
- 6.5.8 Canned food containers which bulges at the flat or round sides or ends or one side of which bulges when the other side is pressed shall not be sold to the public.
- 6.5.9 Blown, rusted or severely damaged cans as well as cans which show signs of leaking shall not be sold to the public.
- 6.5.10 Perishable food when served to the consumer shall be packed / wrapped to protect the food therein against any contamination.
- 6.5.11 Newspapers shall not be used for wrapping any cooked / perishable food.

6.2 DUTIES OF THE PERSON IN CHARGE OF THE FOOD PREMISES

The person in charge of the food premises shall ensure that :

- 6.1 Effective measures are taken to eliminate flies, other insects, rodents, or

Signature of Bidder/s: _____ Date: _____

vermin on the food premises.

- 6.2 Any person working in the food premises is adequately trained in food hygiene by an inspector or any other suitable person.
- 6.3 Refuse is removed from the food handling premises or from any room or area in which food is handled as often as is necessary.
- 6.4 Refuse is stored or disposed of in such a manner that it does not create a nuisance.
- 6.5 Refuse bins are cleaned regularly and disinfected whenever necessary and whenever the inspector requires it to be done.
- 6.6 Waste water on the food premises is disposed of to the satisfaction of Transnet Engineering.
- 6.7 The food premises are kept in a clean and hygienic condition to the satisfaction of the inspector.
- 6.8 Unnecessary materials, goods or items that do not form part of the operation and that have a negative effect on the general hygiene of the food premises are not be kept on the premises.

CONDITIONS: HEALTH AND HYGIENE STANDARDS

- 6.9 No person handling non-packed food wears any jewellery or adornment that may come into contact with food, unless it is suitably covered.
- 6.10 No condition, act or omission that may contaminate any food arises or is performed or permitted on the food premises.
- 6.11 The provisions of these rules are complied with.
- 6.12 No food handler touches ready-to-eat non-packed food with his / her bare hands, unless it is unavoidable for preparation purposes, in which case such food shall be handled in accordance with best food handling practices.
- 6.13 The reporting of diseases and conditions are properly recorded and kept for perusal by the inspector. Failure to disclose will result to cancellation of the contract with immediate effect.

7. DUTIES OF A FOOD HANDLER

Any person shall not handle food, a facility or container :

- 7.1 Whose fingernails, hands or clothes are not clean

Signature of Bidder/s: _____ Date: _____

- 7.2 Who has not washed his / her hands thoroughly with soap and water immediately prior to the commencement of each shift, at the beginning of the days work or after the rest period, after every visit to the urinal or latrine, every time he / she has blown his / her nose or after he/ her hands have been in contact with perspiration or with his / her hair, nose or mouth.
- 7.3 Who has not washed his / her hands after handling handkerchief, money or refuse container or refuse, raw vegetables, fruit, eggs, meat or fish before handling ready-to-eat food.
- 7.4 Who has not washed his / her hands after he / she has smoked or on return to the food premises or after his / her hands have been contaminated for any other reasons.
- 7.5 Who has a suppurative abscess, sore, cut or an abrasion, unless covered with moisture-proof dressing which is firmly secured to prevent contamination of food.
- 7.6 Who is or who is suspected of suffering from or being a carrier of a disease or a condition in its contagious stage that can be transmitted by food, unless any such person immediately reports the disease or condition to the person in charge and a certificate by a medical practitioner stating that such person is fit to handle food is submitted.
- 7.7 Whose hand or clothing are not clean.

No person shall :

- 7.8 Spit in an area where food is handled or on any facility.
- 7.9 Smoke or use tobacco in any other manner while he / she are handling non-packed food or while he / she is in an area where such food is handled.
- 7.10 Handle non-packed food in a manner that brings it into contact with any exposed part of his / her body, excluding his / her hands.
- 7.11 Lick his / her fingers when he / she are handling non pre-packed food or material for the wrapping of food.
- 7.12 Cough or sneeze over non pre-packed food or food containers facilities.
- 7.14 Not bring meat skewers, labels, equipment or any other object used in the handling of food or any part of his / her hands into contact with his / her mouth, or inflate sausage casings, bags or other wrappings by mouth or in any other manner that may contaminate the food.

Signature of Bidder/s: _____ Date: _____

- 7.15 Walk, stand, sit or lie on food or food containers or on food processing surfaces.
- 7.16 Use the hand washing basin for the cleaning of his / her hands and simultaneously use it for cleaning food handling facilities.
- 7.17 While he / she are handling food perform any act other than those referred to above which could contaminate or spoil food.

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ANNEXURE B

8. MENU AND PRICE LIST

Item Nr	Description	Price per each item (inclusive of VAT)
	Meals	
8.1	Beef, Mutton and Chicken. Curry/Stewed	(200g) <u>served daily</u> , with pap, samp, rice or bunny Extra serving(top up) R _____ R _____
8.2	Breyani	Meat / egg / potato per plate and serviced with rice (200g) Extra Serving (top up) R _____ R _____
8.3	Fish and Chips	Hake Fillet (80-100g) with chips served in grease proof packets or per plate R _____
8.4	Steak and Chips	Steak (200g) and chips served on plate R _____
8.5	Farm House Breakfast	Fried egg, 2 strips of bacon, tomato, beef or pork sausage, slice of toast (white or brown bread) R _____
8.6	Grilled Chicken	Whole Chicken (\pm 1,2 kg) with barbeque or peri-peri sauce R _____
8.7	Spaghetti Bolognaise	Beef Mince (lean), spaghetti and sauce R _____
8.8	Russian and chips	Russian (\pm 13 cm long) R _____
8.9	Bunny Chow	Quarter bread, chips, chakalaka, slice of French polony R _____
8.10	Bunny, Samp and Rice / Pap	Beef (200g), mutton (200g) and Chicken (200g) curry R _____
8.11	Sausages, Mash and Gravy	Beef or pork sausage (\pm 13 cm long) served with mash and gravy R _____
8.12	Chicken Pieces	Quarter chicken pieces only (\pm 300g) R _____

Signature of Bidder/s: _____

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MENU AND PRICE LIST (CONTINUES)

Item Nr	Description		Price per each item (inclusive of VAT)
	Meals (continue)		
8.13	Pap and Steak	Steak (± 200 g) with pap (500g) and gravy	R _____
8.14	Pap and Wors	Wors (± 13 cm long) with pap (500g) and gravy	R _____
8.15	Pap and Ox Liver/ Tripe(served alternate days)	Ox Liver/Tripe (200g) with pap (500g) and gravy	R _____
8.16	Pap and Giblets	Giblet stew/curried (200g) with pap (500g) and gravy	R _____
8.17	Pap only	Pap (500g)	R _____
8.18	Pap only	Pap (200g)	R _____
8.19	Pap and Gravy	Pap (500g) and gravy	R _____
8.20	Pap and Gravy	Pap (200g) and gravy	R _____

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MENU AND PRICE LIST (CONTINUES)

Item Nr	Description		Price per each item (inclusive of VAT)
9.	Salads		
9.1	Coleslaw	Coleslaw with mayonnaise (small tub)	R _____
9.2	French	Traditional French salad (small tub)	R _____
9.3	Beetroot	Beetroot (small tub)	R _____
10.	Sandwiches, Rolls, Hamburgers, Vetkoek, etc.		
10.1	Toasts	Slice toast, buttered or plain (white or brown)	R _____
10.2	Ham, Cheese and Tomato	Ham, cheese slices, tomato, sauce on bun (\pm 100 mm diameter) (white or brown)	R _____
10.3	Cheese and Egg	Slice of cheese, egg on 2 slice of toast or plain bread (white or brown)	R _____
10.4	Cheese and Bacon	Slice of cheese, bacon on 2 slice toast or plain bread (white or brown)	R _____
10.5	Cheese and Tomato	Slice of cheese, tomato on 2 slice toast or plain bread (white or brown)	R _____
10.6	Curried	Mutton, chicken or beef on 2 slice of toast or plain bread (white or brown)	R _____
10.7	Bacon	Bacon on 2 slice of toast or plain bread (white or brown)	R _____
10.8	Breakfast	Bacon, egg, cheese, tomato and onion on 2 slice of toast or plain bread,(white or brown)	R _____

Signature of Bidder/s: _____

Date: _____

MENU AND PRICE LIST (CONTINUES)

Item Nr	Description		Price per each item (inclusive of VAT)
	Sandwiches, Rolls, Hamburgers, Vetkoek, etc. (continue)		
10.9	Bacon and Egg	Bacon, egg on 2 slice of toast or plain bread (white or brown)	R _____
10.10	Bacon, Egg and Cheese	2 strips of Bacon, slice of cheese on 2 slice of toast or plain bread (white or brown)	R _____
10.11	Egg and Tomato	Egg, tomato on 2 slice of toast or plain bread (white or brown)	R _____
10.12	Ham, Tomato	Slice of Ham, tomato on 2 slice of toast or plain bread (white or brown)	R _____
10.13	Chicken and Mayo	Chicken mayonnaise on a roll (brown or white) or 2 slice toast or plain bread (white or brown)	R _____
10.14	Bread (per slice)	White or brown bread (plain)	R _____
10.15	Hamburger with Monkey Gland Sauce	Pattie (beef or chicken)(± 100g), tomato, onion, lettuce, sauce on a bun (±100mm diameter), plain or toasted	R _____
10.16	Cheeseburger	Slice of cheese, pattie (beef)(±100g) on a bun (±100mm diameter), plain or toasted	R _____

Signature of Bidder/s: _____

Date: _____

MENU AND PRICE LIST (CONTINUES)

Item Nr	Description	Price per each item (inclusive of VAT)
	Sandwiches, Rolls, Hamburgers and Vetkoek, etc. (continue)	
10.18	Buttered Roll	Buttered Rolls (± 100 mm long) R _____
10.19	Single Hot Dog	Vienna (± 13 cm long) on a roll (± 100 mm long) and sauce (tomato or shallard) R _____
10.20	Boerewors Rolls	Boerewors (± 13 cm long) on a roll (± 100 mm long) and sauce (tomato or shallard) R _____
10.21	Vetkoek	Standard Vetkoek (± 100 mm diameter), with butter or plain R _____
11.	Other meals	
11.1	Waffle, Syrup and Ice Cream	Waffle base, ice cream / cream / syrup R _____
11.2	Fruit Salad and Ice Cream	In season fruit (fresh) with Ice Cream R _____
11.3	Soup	Beef, Chicken or Vegetable served in polystyrene cup R _____
11.4	Double thick malts	Nesquick/Milk/Ice Cream served in polystyrene cup R _____

Signature of Bidder/s: _____

Date: _____

**MENU AND PRICE
LIST
(CONTINUES)**

12.	Beverages	Price per each item (inclusive of VAT)
12.3	Drinks (soft)	Tins i.e. Coca-Cola, Sprite, Fanta etc.
12.4	Just Juice	Tins
12.5	Still Water	Bottles (500ml)
12.6	Ricoffy	Served per cup (polystyrene) with or without sugar and milk
12.7	Tea	Served per cup (polystyrene) with or without sugar and milk (Five Roses, Glen Tea, Rooibos ect)
12.8	Milo	Served per cup (polystyrene) with or without sugar
12.9	Drinks (soft)	1ℓ drinks i.e. Coca-Cola, Sprite, Fanta, etc.
	Drinks (soft)	1.5ℓ drinks i.e. Coca-Cola, Sprite, Fanta, etc.
	Drinks (soft)	2ℓ drinks i.e. Coca-Cola, Sprite, Fanta, etc.
	Other	
	Other	

Signature of Bidder/s: _____

Date: _____

13.	Other items		
13.1	Ice Cream	Ola or Diary Maid	R _____
13.2	Bread	Normal size (700g to 800g) (white and brown)	R _____
13.3	Potato Chips	Simba or Willard (30g)(various flavours)	R _____
13.4	Cheese	Per slice (sandwich size)	R _____
13.5	Egg	Boiled egg (un-shelled)	R _____
13.6	Vienna	Vienna (plain) (± 13 cm long)	R _____
13.7	Russian	Russian (plain) (± 13 cm long)	R _____
13.8	Russian with Sauce	Russian (± 13 cm long), roll and sauce	R _____
13.9	Pies	Chicken, Mutton, Steak and Kidney, Pepper Steak, Burger pies, etc. including Halaal	R _____
13.10	Samoosas (small)	Mince or Potato	R _____
13.11	Boerewors	Standard thickness (± 13 cm long)	R _____
13.12	Liver	Liver (200g), onion and gravy	R _____
13.13	Fish	Hake (80g-100g) per portion	R _____

Signature of Bidder/s: _____

Date: _____

13.14	Polony	Slices (medium size)	R _____
13.15	Tripe	Usu (200g)	R _____
13.17	Tripe	Usu (500g)	R _____
13.18	Tripe	Ithumbu (200g)	R _____
13.19	Tripe	Ithumbu (500g)	R _____
13.20	Samp	Samp (200g)	R _____
13.21	Samp	Samp (500g)	R _____
13.22	Ujeqe	Ujeqe (200g)	R _____
13.23	Ujeqe	Ujeqe (500g)	R _____
13.24	Cake	Snowballs	R _____
13.25	Cake	Scones	R _____
13.26	Cake	Donuts	R _____
13.27	Other		R _____
13.28	Other		R _____
13.29	Spaza Shop / kiosk	<u>Small quantity items</u> E.g.: Ricoffy, Milo Tin fish	R _____ R _____ R _____ R _____ R _____ R _____

Signature of Bidder/s: _____

Date: _____

		Jam	R _____
			R _____
		Glen Tea small packet	R _____
			R _____
		Rooibos Tea small packet	R _____
		Sugar small Packet (500g)	R _____
			R _____
		Milk 250ml	R _____
		Milk 500ml	
		Milk 1Lt	
		Other	
		Other	
		Other	
		Other	
		<i>Sweets, chips, cigarettes, beverages, airtime (3 networks) as per Price Control 5.3 of Scope of tender.</i>	

Signature of Bidder/s: _____

Date: _____

14. EXIT CLAUSE

14.1 Please note that failure to satisfy the needs of the staff, staff complaints, poor quality food, high pricing, failure to comply with the requirements or rules of Transnet Engineering and poor performance will result in this contract being terminated with immediate effect.

15. MANDATORY

15.1 The successful Contractor shall follow all contract control procedures before commencement of the contract. Contact person : Elizabeth Govender on telephone 031-361-4087

15.2 Certificate of Acceptability from Department of Health shall be made available to Transnet Engineering by the successful Tenderer.

15.3 Trade Licence shall be included in this document.

15.4 Letter of Good Standing from the Compensation Commissioner.

15.5 Unexpected visits will be made to existing premises of the short listed Tenderers by Transnet Engineering.

15.6 In view of the above please provide details of an existing site where a service is currently provided :

Name Physical Address

_____	_____
_____	_____
_____	_____

16. CONTRACT

16.1 The successful tenderer will enter into a two-year contract with Transnet Engineering. A liaison committee consisting of representatives of the following will manage this contract :

16.1.1 Two representative from each Trade Union recognised by Transnet Engineering.

16.1.2 Two representative from Management.

16.1.3 The OHS Practitioner.

16.1.4 The Contract Procurement Officer.

16.1.5 Committee secretary.

Signature of Bidder/s: _____

Date: _____

17. OTHER INFORMATION RELATED TO THE SCOPE

- 17.1 This specification states the minimum requirements relating to the tender and in no way absolves the contractor from responsibility for sound ethical practice. Any omissions or sub-standard requirements of this specification shall be brought to the attention of Transnet Engineering at tender stage and optional prices for addressing such omissions shall be provided.
- 17.2 Any matter relating to this work, which requires a decision from Transnet Engineering shall be presented to the Manager in charge.
- 17.3 All offers shall be completed in every respect with this specification. Only completed tenders shall be considered
- 17.4 The Technical Officer reserves the right to have the proposal checked independently by a third party.
- 17.5 Tenders shall allow for monthly progress and clarification meetings on site initially.
A meeting will be held after issuing of the tender to establish the exact scope and magnitude of the contract. No tender will be considered unless it has the certificate of attendance signed by the project manager or his representative.

In addition to clause 6.5 the following shall be adhered to :

18. HEALTH AND SAFETY REQUIREMENTS

- 18.1 All equipment and installation whether detailed in this specification or not shall comply with the requirements of the Occupational Health and Safety Act 85 of 1993 as amended and all other applicable legislation including specific set of regulations and local authority bylaws where applicable.
- 18.2 All the necessary safety equipment such as guards over rotating equipment shall be supplied and the equipment shall comply fully with all the requirements of the South African Occupational Health and Safety Act, Act 85 of 1993 and all other applicable legislation including specific set of regulations and local authority bylaws where applicable. At all times during the manufacture, assembly and testing of the equipment the contractor will be responsible for the safety of all persons on site and the equipment.

18.3 SHE SPECIFICATION

Prior to commencement of contract, the contractor shall be issued with a SHE specification in order to compile a SHE file in line with TE requirements.

Prior to establishing on site, it is an explicit requirement of this contract that all of the Contractor's personnel directly involved with this contract, including those of sub-contractors, attend a **Safety induction course**.

Transnet will provide the course free of charge and attendance is compulsory for all personnel under the control of the Contractor who, during the duration of the contract, will be present on site whether on a full time or adhoc basis.

Signature of Bidder/s: _____

Date: _____

The contractor shall allow for all additional charges because of these requirements as no claims for extras will be accepted in connection with the foregoing.

19. SPECIAL REQUIREMENTS

19.1 Transnet Engineering will do random checks and balances on mass /weight of food portions and taste. The service provider shall include this on their pricing.

19.2 The service provider shall submit food test samples to the canteen committee of Transnet Engineering every day. The tests will be done on popular food such as phuthu/pap/rice, chicken/beef/mutton curry and salad.

19.3 The Phuthu /pap shall be available and served as from 10h30 every day.

19.4 There shall be a variety of salads (3 salad types) every day. It is not acceptable to serve / sell the same kind of salads for 2 consecutive days.

19.5 A meal is not complete if it does not have salads. The meals shall be sold at discounted prices (10% discount) if they do not have salads.

19.6 The service provider is not allowed to serve the same kind of salads the whole week.

19.7 The vetkoeks shall be available from 6h15.

20. SPECIALIST SUB-CONTRACTORS

20.1 Only specialist sub-contractors who have previously successfully completed work of the type and extent specified in this document should be engaged.

The tenderer shall provide the supervisor / manager with sufficient proof of having suitable experience of work specified in this tender. To this end, complete and detailed reference list shall be submitted with the tender.

Reference list shall include addresses as well as contact person who may be visited for inspection of the equipment during the adjudication period.

20.2 The tender shall submit a complete list of proposed sub-contractors and suppliers of major components with his tender.

20.3 The tenderer shall be prepared to commit themselves in writing to the technical officer with an adequate, experienced and stable project team for the duration of the contract.

20.4 Transnet Engineering will not consider any Tenderer's offer that, in the sole opinion of Transnet Engineering, does not have adequate experience in the design and manufacture of such equipment.

21. GENERAL REQUIREMENTS

Operation will be in the following conditions:

Altitude	Sea level
----------	-----------

Signature of Bidder/s: _____

Date: _____

Ambient temperature	0°C to 45°C
Relative humidity	50% to 100%
Atmosphere	Heavy saline

21.1 Tenderers shall indicate clause-by-clause either that they comply in every respect with the specific requirements, or if not, exactly how it differs.

22. DEFINITIONS AND ABBREVIATIONS

CLIENT	Transnet Engineering Durban
TECHNICAL OFFICER	Project Manager, Transnet Engineering Durban
CONTRACTOR	Contractor appointed under this specification document
SABS	South African Bureau of Standards
MEAL	Starch, meat, gravy and salad
TE	Transnet Engineering

23. SITE ESTABLISHMENT

- 23.1 The contractor shall be solely responsible for safety of his staff and for providing security to safeguard his works and material on site, until such a time.
- 23.2 The contractor shall be required to attend site meetings when convened by the Project Leader controlling the contract.
- 23.3 The contractor will be responsible for any damages caused by his staff to the building and civil works on site.

24. PENALTY CLAUSES

- 24.1 Due to the criticality of this contract, penalties will be levied for non-conformances.

Signature of Bidder/s: _____

Date: _____

25. TENDER EVALUATION CRITERIA

The following criteria will be used to award the tender. Should there be a criteria over and above the listed below, that will be used, such criteria will be specifically stated.

No.	<u>Pre-Qualification Criteria</u> TECHNICAL DESCRIPTION (The technical evaluation will be used as a threshold. All bidders who do not meet the minimum threshold of 80% will not proceed to the final stage of evaluation.)	Weightings
25.1	<ul style="list-style-type: none"> Capacity ➤ Tenderer to submit proof of asset/equipment register (but not limited to the proof of asset/equipment register). Assets e.g, crockery and cutlery, etc. 1.1 Bidder submitted proof of capacity – 20 points 1.2 Bidder not submitted proof of capacity – 0 points 	20
25.2	<u>Management plan / Methodology</u> Management/ Operational Plan must include the following information: <ul style="list-style-type: none"> <u>Executive summary</u> <ul style="list-style-type: none"> Executive summary submitted - 10 points No submission - 0 <u>Business model</u> <ul style="list-style-type: none"> Business model submitted - 5 points No submission - 0 <u>Human resources plan</u> <ul style="list-style-type: none"> a. Organizational structure indicating all relevant cooking and food preparation skills, food safety skills and/ or qualifications for staff b. Proposed staff rosters <ul style="list-style-type: none"> Human capital plan submitted - 10 points No submission - 0 Catering implementation plan <ul style="list-style-type: none"> Implementation plan submitted - 5 points No submission - 0 	30
25.3	<u>Compliance to scope of work</u> <u>Submission of various menus</u> <ul style="list-style-type: none"> a. Submission of breakfast menu <ul style="list-style-type: none"> menu submitted - 10 points no submission - 0 b. Submission of lunch menu <ul style="list-style-type: none"> menu submitted - 10 points no submission - 0 	50

Signature of Bidder/s: _____

Date: _____

80%

Date: _____

26. VERIFICATION OF COMPLIANCE TO THE SPECIFICATION

ITS IS MANDATORY FOR ALL THE SUPPLIERS/BIDDERS TO COMPLETE THIS FORM. AN INCOMPLETE FORM WILL RESULT IN DISQUALIFICATION.

No.	Heading/Subsection	Comply			Comment
		Yes	No	N/A	
1.	Introduction				
2.	Site inspection				
4.	Technical requirements				
5.	Specific requirements				
6.	Annexure A – Condition and hygiene standards.				
7.	Duties of food handler				
8.	Annexure B – Menu and price list.				
14.	Exit clause				
15.	Mandatory				
16.	Contract				
18.	Health and safety requirements				
19.	Special requirements				
24.	Penalty clauses				
•	Understanding of the required services				
•	Understanding of the responsibilities				
•	Quality control and quality assurance methods				
•	Management structure for the contract				

TENDERERS: PLEASE NOTE THAT YOUR TENDER WILL BE REJECTED IF ANY OF THE ABOVE ITEMS ARE OMITTED OR NOT FILLED.

Signature of Bidder/s: _____

Date: _____