



SUPPLY CHAIN MANAGEMENT
Room K 016
FIRST AVE ENTRANCE
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E-MAIL : quotation@pacofs.co.za

INVITATION FOR A QUOTATION REFERENCE
NUMBER : RFQ011007BARSERVICES2023

PACOFs requests service providers to submit proposals to provide bar services in a variety of its venues while rental and artistic productions are hosted. The entity is inviting service providers to provide bar services during productions in the bars of Theatres such as, Sand du Plessis theatre, Andre Huguenet theatre and Sengagata venue for a 1 year period. The bar must be open an hour before productions, during intervals when applicable, and also for 30-60 minutes after productions. The PACOFs venues are situated in 12 First Avenue ,Bloemfontein for a period of 1year.

PACOFs requires a service provider that will ensure that our visitor experience is enriched, that there is no long queues in front of the bars and that a variety of alcohol, fit to the specific needs of the audience of the specific production, is provided. The bar services should be aligned with industry standards and best practices. The service provider has to bring its own fridges, ice machines, glasses and other equipment, e.g. barista coffee machines, as well as stock. Gin and craft beer on the tap will be a great add-on to stock. The equipment and stock will be locked safely in the bars between productions.

Duties and responsibilities of service provider:

- Buying all bar stock
- Providing bar services for stage productions in the bars of the theatres, as well as function venues of PACOFs
- Keeping the purchase and sales information that might be required.
- Cleaning the bar and all items with cleaning chemicals in line with health and safety regulations.
- Provide monthly operational reports for profit share

Requirements

- A minimum of 3 years experience as a bar management business at events with more than 800 people in a fast-paced environment
- A valid liquor license

Compulsory Briefing Session

There will be a compulsory briefing for all interested service providers on Tuesday, 18 July 2023 at 10am.
Venue: PACOFS: Carpet foyer of the Sand du Plessis Theatre.

Enquiries: Adri van Veijeren 051 447 7771/0662980438

Closing date: Monday, 24 July 2023 at 11h00

Email quotations to: quotation@pacofs.co.za

1. Please provide your CSD supplier and unique registration number for verification on the CSD database. Please attach a valid tax clearance and B-BBEE certificate.
2. Please submit the completed SBD 4 Bidders Disclosure and SBD 6.1 Preference Points claim form in terms of the Preferential Procurement Regulations 2022.(Please refer to the etender portal and pacofs website) for the SBD4 and SBD 6.1
3. Evaluation criteria 80/20 will be applicable with regards to Preferential Procurement Regulations 2022.
4. The service provider will be allocated points based on the goals stated in table 1 of SBD 6.1 as may be supported by proof/ documentation.
5. The offer scoring the highest points should win the quote. This quotation is subject to the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022, the Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.

VERY IMPORTANT NOTICE!

1. **PLEASE SUBMIT QUOTATIONS ON A COMPANY LETTERHEAD.**
2. **PAYMENT WILL BE DONE 30 DAYS AFTER RECEIPT OF THE ORIGINAL INVOICE.**
3. **BANKING DETAILS (REMITTANCE NAME; BRANCH CODE AND ACCOUNT NUMBER) MUST APPEAR ON YOUR INVOICE AND MUST CORRESPOND WITH THE BANKING DETAILS DISPLAYED ON THE CSD REGISTRATION REPORT.**
4. **PLEASE REMEMBER TO SIGN YOUR QUOTATION. UNSIGNED QUOTATIONS – INVALID.**
5. **THE TOTAL PRICE QUOTED MUST INCLUDE VAT AS WELL AS DELIVERY COSTS (THE COMPANY WHICH IS NOT VAT REGISTERED SHOULD NOT INCLUDE VAT IN THE PRICE).**
6. **IF VAT IS CLAIMED, VAT NUMBER SHOULD APPEAR ON THE QUOTATION.**
7. **NO CESSIONS WILL BE SIGNED.**
8. **A VALID B-BBEE CERTIFICATE SHOULD BE SUBMITTED FOR QUOTATIONS / BIDS OVER R30 000,00 AS WELL AS COMPLETED SBD 4, 8 AND 9.**
9. **QUOTATIONS SHOULD BE VALID FOR 30 DAYS.**
10. **PRICE QUOTED SHOULD NOT BE ON SPECIAL OR SALE.**
11. **PLEASE DO NOT INFLATE PRICES.**

CLOSING DATE & TIME FOR QUOTATION/PROPOSALS:

MONDAY 24 JULY 2023 at 11h00

Please submit quotation via E-mail to quotation@pacofs.co.za

No late submission will be accepted!

