

17 November 2025

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 **27 November 2025 @11a.m.**

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 8 DECEMBER 2025

All inquiries must be made in writing and addressed to

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