

Annexure A

Scope of Work

Transnet Property, Real Estate Management Esselenpark Campus in Kempton Park and Inyanda requires the services of a professional Service provider to supply and deliver the following food and other commodities "as and when" required for a period of 3 months.

The tender consists of 09 categories

Category 1: Red (Red meat, Lamb, Pork and Poultry

Category 2: Fish and Seafood

Category 3: Dairy Products

Category 4: Dry Goods

Category 5: Fruits and Vegetables

Category 6: Frozen

Category 7: Beverages

Category 8: Bakery

Category 9: Non-Consumables

CATEGORY 1: RED MEAT, LAMB, PORK AND POULTRY

(Below quantities are purely for quotation purposes and will not be ordered all at the same time.)

1. Read Meat & Lamb Specifications

- 1.1.1 The appearance of the meat should be bright cherry red with small flecks of white fat (marbled).
- 1.1.2 Artificially colour-enhanced meat will not be accepted.
- 1.1.3 The fat should be firm, brittle in texture, creamy white in colour and odourless.
- 1.1.4 The meat should be of a grade: A-2

2. Pork Specifications

- 1.2.1 The appearance of the meat should be bright Pink with small flecks of white fat (marbled).
- 1.2.2 Artificially colour-enhanced meat will not be accepted.
- 1.2.3 The fat should be firm, brittle in texture, creamy white in colour and odourless.
- 1.2.4 The meat should be of a grade: A-1

3. Poultry Specifications

Chicken must be clearly labelled with expiry and sell by date clearly printed

Special Requirements

- 1.3.1 The meat to be delivered vacuum-packed in clear plastics with expiry and sell by dates printed.
- 1.3.2 Refrigerated trucks (2°C to 4°C) must be used to enforce cold chain management. Temperatures will be monitored on all incoming products.
- 1.3.3 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.
- 1.3.4 Clean meat trays/crates are to be used in the delivery process.
- 1.3.5 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the meat
- 1.3.6 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the meat.
- 1.3.7 Staff delivering the meat must wear clean uniforms and safety shoes.
- 1.3.8 Certificate of Analysis must be supplied as and when required.
- 1.3.9 Deliveries not complying to specification during deliveries of meat products will be returned immediately to Supplier
- 1.3.10 A Supplier evaluation form will be completed during delivery.

CATEGORY 2: FISH & SEAFOOD

2. Fish & Seafood

2.1 Specifications

- 2.1.1 All seafood should have a fresh fishy smell. Produce that smells abnormal will not be accepted
- 2.1.2 Fish scales must be closed, i.e. not loose or lifting.
- 2.1.3 Fresh fish should not show any sign of being frozen
- 2.1.4 Frozen fish must not show any sign of thawing
- 2.1.5 All products must have an expiry and sell-by date.

2.2 Special Requirements

- 2.2.1 Refrigerated trucks (0°C to 1 °C) must be used to transport fresh and frozen seafood to enforce cold chain management. Temperatures will be monitored on all incoming products.
- 2.2.2 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.
- 2.2.3 Clean Fish trays/crates are to be used in the delivery process.

2.2.4 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the Seafood

2.2.5 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the Seafood.

2.2.6 Staff delivering the meat must wear clean uniforms and safety shoes.

2.2.7 Certificate of Analysis must be supplied as and when required.

2.2.8 Deliveries not complying to specification during deliveries of fish products will be returned immediately to Supplier

2.2.9 A Supplier evaluation form will be completed during delivery.

CATEGORY 3: DAIRY

3 Dairy

3.1 Specifications

3.1.1 All dairy produce shall be pasteurised and homogenised and may not be or have been boiled.

3.1.2 Milk and creams should have fresh clean flavour and a natural yellowish white (cream) colour. A rancid/sour or "off" smell

products will not be accepted.

3.1.3 Legislation requires that dairy produce is manufactured according to good commercial practice and complies in all respects with the South African. Cosmetics and Disinfectants Act (R638), Agricultural Product Standard Act, 1990 (Act No 119 of 1990) and any regulations promulgated there under, the metrology requirements, and the respective regulations and requirement as determined by the Department of Agriculture and Health

3.1.4 Technical data parameters:

- Butterfat minimum 33%,
- Solids not fat min 8.3%,
- Protein min 3.0%,
- pH = 6.6 to 6.8
- Freezing point -0.512.

3.1.5 Bacteriological standards:

- B-coli forms <10 cfu/ml,
- Total plate count <50000 cfu/ml,
- B-coli absent /1gram

3.1.6 Shelf life minimum of 30xdays/ date code: production date plus sell by date

3.1.7 Cold storage condition: 2°C to 4°C,

3.2 Special Requirements

3.2.1 Refrigerated trucks (2°C to 4 °C) must be used to enforce cold chain management. Temperatures will be monitored on all incoming products.

3.2.2 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.

3.2.3 Clean dairy trays/crates are to be used in the delivery process.

3.2.4 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the Dairy

3.2.5 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the

Dairy.

3.2.6 Staff delivering the meat must wear clean uniforms and safety shoes.

3.2.7 Certificate of Analysis must be supplied as and when required.

3.2.8 Deliveries not complying to specification during deliveries of fish products will be returned immediately to Supplier

3.2.9 A Supplier evaluation form will be completed during delivery.

CATEGORY 4: DRY GOODS

4 Dry Goods

4.1 Specifications

4.1.1 Tins/cans must not be bloated, rusted or dented.

4.1.2 Canned products must be All Gold, Koo and/or Goldcrest.

4.1.3 Goods that have been exposed to moisture or show any signs of having possibly been exposed to moisture will not be accepted.

4.1.4 All products must have an expiry and sell-by date with a minimum of 12xmonths shelf live.

4.1.5 Goods must be South African Produce and must have indelibly stamped to validate origin.

4.1.6 Dry goods should be transported in a closed truck at room temperature (18°C to 20 °C)

4.1.7 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.

4.1.8 Clean meat trays/crates are to be used in the delivery process.

4.1.9 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the dry goods

4.1.10 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the dry goods.

- 4.1.11 Staff delivering the meat must wear clean uniforms and safety shoes.
- 4.1.12 Certificate of Analysis must be supplied as and when required.
- 4.1.13 Deliveries not complying to specification during deliveries of dry goods products will be returned immediately to Supplier
- 4.1.14 A Supplier evaluation form will be completed during delivery.

CATEGORY 5: FRUITS & VEGETABLES

5. Vegetables, Fruits & Herbs Specifications

5.1 Specifications

- 5.1.1 Supplier to provide lists of fruit and vegetables which are in season, seasonally as follows, (autumn/fall, winter, spring and summer).
- 5.1.2 Produce requirements will be seasonal and as per demand.
- 5.1.3 All fresh fruit to be 1st grade and ready for consumption (non-ripened fruit and vegetables will not be accepted)
- 5.1.4 All fruit and vegetables must have expiry and sell by dates.
- 5.1.5 Greens (vegetables and herbs) must be fresh and crisp.
- 5.1.6 Produce must not be over-ripe or sub-ripe.
- 5.1.7 Marks, blemishes, splitting, etc., all of which may indicate a sub-standard product, will not be acceptable.
- 5.1.8 Suppliers must bring their own trolleys which should be free from dirt or debris.
- 5.1.9 All fruit and vegetables must be packed in closed clear plastic bags and be put in boxes or crates
- 5.1.10 All crates/boxes must be clean and free of dirt or debris.
- 5.1.11 All vegetables to be cleaned, free of soil, dirt and must be ready for cooking on arrival.
- 5.1.12 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the fruits and vegetables.
- 5.1.13 Refrigerated trucks (2°C to 4°C) must be used to enforce cold chain management. Temperatures will be monitored on all incoming products.
- 5.1.14 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.
- 5.1.15 Clean meat trays/crates are to be used in the delivery process.
- 5.1.16 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the meat
- 5.1.17 Staff delivering the meat must wear clean uniforms and safety shoes.
- 5.1.18 Certificate of Analysis must be supplied as and when required.

5.1.19 Deliveries not complying to specification during deliveries of fruit and vegetables products will be returned immediately to Supplier

5.1.20 A Supplier evaluation form will be completed during delivery.

CATEGORY 7: BEVERAGES

7. Specification

7.1.1 Tins/cans must not be bloated, rusted or dented.

7.1.2 Canned products must be coca cola & liqui fruit

7.1.3 Water must be packaged in 24 case and must be bonaqua, aquelle & valpre

7.1.4 Goods that have been exposed to moisture or show any signs of having possibly been exposed to moisture will not be accepted.

7.1.5 All products must have an expiry and sell-by date with a minimum of 12xmonths shelf live

7.1.6 Goods that have been exposed to moisture or show any signs of having possibly been exposed to moisture will not be accepted

7.1.7 Goods must be South African Produce and must have indelibly stamped to validate origin

7.1.8 Beverages should be transported in a closed truck at room temperature of (18°C to 20 °C)

7.1.9 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.

7.1.10 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the dry goods

7.1.11 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the dry goods.

7.1.12 Certificate of Analysis must be supplied as and when required.

7.1.13 Deliveries not complying to specification during deliveries of beverages products will be returned immediately to Supplier

7.1.14 A Supplier evaluation form will be completed during delivery.

CATEGORY 8: BAKERY

Schedule of Quantities: Bread and Bakery Related Food Commodities (Confectionary)

8. Bread Specifications

8.1 Supplier to provide valid Certificate of Acceptability (COA) from department of health.

8.2 Certificate must be addressed on the premises that this food commodities are baked and delivered from

8.3 Supplier to provide valid Certificate of Analysis when required.

- 8.4 A copy of a valid pest control Certificate addressed on the plant delivering bread must be provided.
- 8.5 Products must be freshly baked daily and delivered to side between Monday and Saturday weekly as and when required.
- 8.6 All bread products to be delivered in clear bread plastic bags with all applicable production and sell by dates printed.
- 8.7 The bread must have at least 4 to 5 days shelf life
- 8.8 The supplier's delivery plant must be in Gauteng this, to allow for a quick turnaround time as when required on a short time basis
- 8.9 Clean crates are to be used in the delivery process.
- 8.10 Staff delivering bread must wear clean uniforms, safety shoes and hair nets
- 8.11 Unacceptable deliveries of bakery products will be returned immediately to Supplier e.g., under baked products, in-proper packaging etc.
- 8.12 A Supplier evaluation form will be completed on a monthly basis.

CATEGORY 9: NON-CONSUMABLES

- 9. Specification
 - 9.1.1 Goods that have been exposed to moisture or show any signs of having possibly been exposed to moisture will not be accepted.
 - 9.1.2 All products must have an expiry and sell-by date with a minimum of 12xmonths shelf live.
 - 9.1.3 Goods must be South African Produce and must have indelibly stamped to validate origin.
 - 9.1.4 The supplier's distributing plant must be in Gauteng province to allow for quick turnaround time as and when required.
 - 9.1.5 Copy of Certificate of Acceptability (COA) R638, must be supplied. The address on the certificate must be addressed on the plant delivering the dry goods.
 - 9.1.6 A valid pest control certificate must be supplied. The address on the certificate must be addressed on the plant delivering the dry goods.
 - 9.1.7 Certificate of Analysis must be supplied as and when required.
 - 9.1.8 Deliveries not complying to specification during deliveries of non-consumables products will be returned immediately to Supplier
 - 9.1.9 A Supplier evaluation form will be completed during delivery