



health

Department of
Health
North West Province
REPUBLIC OF SOUTH AFRICA

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SUPPLY CHAIN MANAGEMENT

TO : ALL PROSPECTIVE BIDDERS

DATE : 02 NOVEMBER 2021

**SUBJECT : ADDENDUM TO CLUSTERS AND SPECIFICATION:
NWDOH 21/2021: FOOD SERVICES MANAGEMENT (CATERING)
SERVICES AT VARIOUS HEALTH FACILITIES AND NURSING COLLEGES
IN THE NORTH WEST PROVINCE FOR A PERIOD OF THREE (03)
YEARS**

1. The above-mentioned bid was advertised on the 22 October 2021.
2. Attached find specification for all facilities i.e High, Medium and Low Priority.
3. List of facilities for High, Medium and Low Priority.

3.1 FACILITIES

CLUSTER A: HIGH PRIORITY	CLUSTER B: MEDIUM PRIORITY	CLUSTER C: LOW PRIORITY
1. Potchefstroom Hospital	1. Moses Kotane Hospital	1. Koster Hospital
2. Witrand Hospital	2. Mmabatho College of Nursing	2. Swartruggens Hospital
3. Tshepong Hospital	3. Lehurutshe Hospital	3. Ventersdorp Hospital
4. Klerksdorp Hospita	4. Zeerust Hospita	4. Nic Bodenstein Hospital
5. Mafikeng Provincial Hospital	5. Brits Hospital	5. Bloemhof Hospital
6. Bophelong Provincial Hospital	6. Gelukspan Hospital	6. Christiana Hospital
7. Excelsius College	7. Joe Morolong Hospital	7. Schweizer Reneke Hospital
8. Job Shimankane Tabane		8. Ganyesa Hospital
9. Taung Hospital		9. Thusong Hospital
		10. General De a Rey Hospital

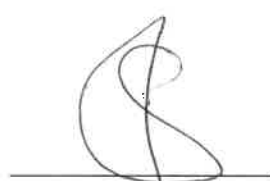


Healthy Living for All

4. Previous site visit forms acquired at different Health Facilities are valid and to be utilized for this new bid.

5. Closing date of the bid does not change, see below table.

CLOSING DATE	VENUE
19 November 2021 @ 11H00	Department of Health North West Ground Floor, New Office Park Building, 3801 corner First Street and Sekame Road, Industrial Site, Mafikeng [Behind the Crossing Mall] Leopard Boardroom.


CHIEF DIRECTOR: SUPPLY CHAIN MANAGEMENT

DATE: 2021/11/02



Healthy Living for All

FOOD SERVICE ADDENDUMS FOR BIDDERS

Appendix 1 : Detailed information of experiences

Appendix 2 : Partnership

Appendix 3 : Organizational structure for bidders

Appendix 4 : Inspection tool for bidders

Schedule A : Yearly Cost

Schedule B : Daily food Summary

Schedule C : Management & other incidental charges

Schedule D : Company staff salary & wages

Annexure A : Food Invoice format

Annexure B : Overhead invoice format

Annexure C : Food Specification (Menus)

- Menu A: Babies 6 – 12 months
- Menu B: Toddlers 1 – 3 years
- Menu C: Children 4 – 6 years
- Menu D: Children 7 - 12 years
- Menu E: Children 13 Years – Adults
- Menu F : Meal-packs, Fluid diet)
- Menu G : Staff & Student tea's
- Menu H : Staff meal
- Menu I : Hotel service

Annexure D : Food specification list & Menu specification list

Annexure E : Facilities per cluster

Annexure F : Food service staff

Annexure G : Private company staff

Annexure H : Facility special requirement

Annexure I : Costing example

Annexure J : Scope required from company staff

ADDITIONAL ITEMS

APPENDIX 1

DETAIL INFORMATION ON EXPERIENCE

1. Details to the extent of the Catering/Private Food service activities and business e.g. branches.

2. List of existing Catering/Private Food service Contracts, starting date and duration.

3. Number of years in the Catering/ Private Food service business.

SIGNED : _____
For the Bidder

DATE : _____

SIGNED : _____
Witness Bidder

DATE : _____

APPENDIX 2

PARTNERSHIP / CLOSE CORPORATION / COMPANY

Bidder comprises the following partners / members / directors:

NAME : _____
ADDRESS : _____

ID NUMBER : _____

NAME : _____
ADDRESS : _____

ID NUMBER : _____

NAME : _____
ADDRESS : _____

ID NUMBER : _____

NAME : _____
ADDRESS : _____

ID NUMBER : _____

NAME : _____
ADDRESS : _____

ID NUMBER : _____

NAME : _____
ADDRESS : _____

ID NUMBER : _____

NAME : _____
ADDRESS : _____

ID NUMBER : _____

APPENDIX 3

ORGANISATIONAL STRUCTURE OF BIDDER

The following organisational structure shall be applied:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

SIGNED : _____
Signed for the Bidder

DATE : _____

APPENDIX 4

INSPECTION TOOL FOR FOOD SERVICE UNITS: ONLY BIDDERS BIDDING FOR CLUSTER A.

Name of Institution : _____

Bid Number : _____

Name of bidder : _____

Questions to be considered	Answers
1. Number of Active Bed	
2. How many Food service aids, Food service supervisor and Food service managers are available in the unit?	
3. What is the average number of normal meals served per day?	
4. What is the average number of All therapeutic meals served per day?	
5. Will the facility require assistance from the Private Food service Company?	
6. Does the facility has enough equipment to produce nutritious meals?	
7. Does the facility has enough storage space in the unit (Dry, cold, freezer/s cleaning material storages)?	
7.1. If not does the facility has alternative of storages?	
8. Does the facility serve food in bulk or in plates from the kitchen?	
9. Has the inspector and the facility personnel walked around the unit and seen the unit?	
STAMP OF THE FACILITY	

NB! MAKE SURE YOU SIGN THE ATTENDENCE REGISTER BEFORE LEAVING THE FACILITY.

Approval for Entry to the Facility (CEO's Office) by:

CEO's Office

Date

Inspection conducted by:

Private Company Officer

Date

Supported by:

Food Service Manager/Supervisor

Date

SCHEDULE A
TENDER PRICES IN SA CURRENCY, INCLUSIVE OF VAT

INSTITUTION FINANCIAL SUMMARY-

Name of Institution : _____

Bid Number : _____

Name of bidder : _____

ESTIMATED FOOD COSTS AS PER SCHEDULE B	COST PER ITEM
Menu specifications A: Babies 6 – 12 months	
Menu specifications B: Toddlers 1 – 3 years	
Menu specifications C: Children 4 – 6 years	
Menu specifications D: Children 7 - 12 years	
Menu specifications E: Children 13 Years – Adults	
Menu specifications F: Fluid diet, Menu A and Adult puree meal pack	
Menu specifications F: Meal packs	
Menu specifications G: Staff / student tea's	
Menu specifications H: Staff meals	
Menu specifications I: Hotel Services	
SUB TOTAL for the period	
TOTAL AMOUNT OF SCHEDULE C	
GRAND TOTAL FOOD, OVERHEADS, SUNDRIES, PEST CONTROL & MICROBIOLOGY TEST.	

**SCHEDULE B
DAILY FOOD COST SUMMARY**

Bid Number _____
 Name of Bidder _____
 Institution _____

MEALS	Menu Specs A	Menu Specs B	Menu specs C	Menu specs D	Menu specs E	Menu specs F	Menu specs G	Menu specs H	Menu specs I
EARLY MORNING TEA									
BREAKFAST									
AM TEA									
LUNCH									
PM TEA									
DINNER									
LATE PM TEA									
MEAL PACKS (1 meal)									
TOTAL COST PER PERSON PER DAY									

SCHEDULE C

MANAGEMENT AND OTHER INCIDENTAL CHARGES

Bid Number : _____
Name of Bidder : _____
Institution : _____

MANAGEMENT AND OTHER INCIDENTAL CHARGES INCLUSIVE OF VAT	(1) COST PER ITEM
1. SUNDRIES:	
1.1 Packaging material	
1.2 Pest control	
1.3 Microbiology test (per quarter)	
2. SALARIES AND WAGES (Scheduled)	
TOTAL	

*Transfer the total schedule C for one year to Financial Summary (Schedule A).

**SCHEDULE D
PRIVATE FOOD SERVICECOMPANY STAFFAND SALARY WAGES**

BID NUMBER :

NAME OF BIDDER:.....

INSTITUTION:

COST BREAKDOWN PER PERSON INCLUSIVE OF VAT

POSITION	SALARY WAGES	ALLOWANCES					TOTAL PACKAGE	NUMBER OF STAFF	TOTAL COST
		PENSION	PROVIDENT	BONUS	UIF	TAX (where applicable)			
LEVY									

ANNEXURE A
FOOD INVOICE FORMAT
(INCLUSIVE OF VAT)

HOSPITAL			DATE	
ORDER NO			INVOICE	
DEPARTMENT			TRADING MONTH	
			TRADING DAYS	
TYPE	MEAL	ACTUAL	CHARGE	TOTAL
MENU A BABIES 6 – 12 MONTHS	BREAKFAST			
	LUNCH			
	PM TEA			
	DINNER			
TYPE	MEAL	ACTUAL	CHARGE	TOTAL
MENU B TODDLERS 1 – 3 YEARS	BREAKFAST			
	A M TEA			
	LUNCH			
	PM TEA			
	DINNER			
	LATE PM TEA			
TYPE	MEAL	ACTUAL	CHARGE	TOTAL
MENU C CHILDREN 4 – 6 YEARS	BREAKFAST			
	A M TEA			
	LUNCH			
	PM TEA			
	DINNER			
	LATE PM TEA			
MENU D CHILDREN 7 – 12 YEARS	BREAKFAST			
	A M TEA			
	LUNCH			
	PM TEA			
	DINNER			
	LATE PM TEA			

TYPE	MEAL	ACTUAL	CHARGE	TOTAL
MENU E CHILDREN 13 YEARS - ADULTS	BREAKFAST			
	LUNCH			
	PM TEA			
	DINNER			
	LATE PM TEA			
TYPE	MEAL	ACTUAL	CHARGE	TOTAL
MENU F: FLUID DIET, MENU A AND PUREE	ONE MEAL PACK			
MENU F	ONE MEAL PACK			
MENU G STAFF TEA	A M TEA			
	PM TEA			
	LATE TEA			
MENU H STAFF MEALS	BREAKFAST			
	LUNCH			
	SUPPER			
MENU I HOTEL SERVICE	BREAKFAST			
	A M TEA			
	LUNCH			
	PM TEA			
	DINNER			
	LATE PM TEA			
OFFICIAL DATE STAMP	SUB TOTAL			
	ADDITIONAL FOOD ITEMS			
	FUNCTIONS			
	TOTAL			
	Certified above is as per Tender Contract <u>Rank</u> <u>Signature</u>			

ANNEXURE B
OVERHEAD INVOICE FORMAT

ITEM	INVOICE OVERHEADS	
MANAGEMENT FEE		
SUNDRIES		
SALARIES & WAGES		
	INDICATE PRIME RATE: _____ %	
	Monthly instalment (Including Interest)	Outstanding Amount (Including Interest)
Item 1:		
Item 2:		
Item 3:		
Item 4:		
Item 5:		
Item 6:		
Item 7:		
Item 8:		
Item 9:		
Item 10:		
OFFICIAL DATE STAMP	TOTAL	
	Certified above is as per Tender Contract	
	<u>Rank</u>	<u>Signature</u>

ANNEXURE C

NB: the below schedule is a meal Guide. Bidders are expected to compile a menu that has variety of food categories for the prescribed menu Cycles. The portion sizes are very important as they differ according to the age.

MENU A

BABIES 6 TO 12 MONTHS Puree diet

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY	FREQUENCY
BREAKFAST	*Porridge, soft	15g	Maize – meal	X8	
		15g	Maltabella- fine		
		15g	Oats- strained		
		50g	Cerelac baby cereal		
	Sugar	5g		X8	
	Fruit, soft	1 portion	See specification list	X8	
LUNCH	PROTEIN	Meat - Without bone	25g	Beef – cubed (puree)	X1
			25g	Beef – sliced (puree)	X1
			25g	Beef – steak/roast (puree)	X1
			25g	Beef mince – fat free	X1
		Poultry – without bone	40g	Chicken breast – fillets	X3
		Fish - without bone	40g	Hake fillet–no skin or bone	X1
	Starch		15g	Rice, soft boiled	X2
			25g	Maize – meal/ rice (15g)	X2
			15g	Maize rice	X1
			60g	Sweet potatoes/potatoes	X3
	Vegetables, cooked		2 portions	See specification list	X8
	PM TEA	Fruit juice/ Soft pureed fruit	100ml	100% pure Apple	X8
1 portion			See specification list		

MEAL	FOOD CATEGORY		RAW SPECIFI CATION	COMMODITY	FRE- QUENCY
SUPPER	SOUP		100 ml	Home made (Winter Menu)	X8
	PROTEIN	Meat – without bone	25g	Beef – cubed (puree)	X1
			25g	Beef – steak/roast (puree)	X1
			25g	Beef mince – fat free	X3
			25g	Chicken breast – fillets	X2
		Poultry – without bone	40g	Chicken breast – fillets	X2
		Fish – without bone	40g	Hake-fillet – no skin or bone	X1
	Starch		15g	Rice, soft cooked	X2
			60g	Potato	X2
			25g	Maize meal	X2
			15g	Maize rice	X1
			15g	Pasta	X1
			15g	Pasta	X1
Vegetables Cooked		1 portion	See specification list	X8	

Please Note:

Institutional Dietician will indicate whether fruit juice or soft pureed fruit will be served for PM tea.

ANNEXURE C

MENU B

TODDLERS 1-3 YEARS Soft diet & THERAPEUTIC DIETS

See attached specification list:

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY	FREQUENCY
BREAKFAST	Porridge, soft		25g	Maize – meal	X3
			25g	Maltabella – fine	X3
			25g	Oats	X2
	Milk		100 ml		X8
	Sugar		10g		X8
	Protein		50g	Egg	X3
			2 x 25g	Fish fingers	X2
			1 x 45g	Vienna	X1
			35g	Lean Beef mince	X2
	Bread – brown		15g	½ slice	X8
	Margarine		2.5g		X8
	Jam		5g		X8
	Milk		150ml	To drink	X8
	Fruit, soft		1 portion	See specification list	X8
AM TEA	Tea		2.5g	Only rooibos tea	X8
	Milk		50ml		X8
	Sugar		10g		X8
	Bread – brown		15g	½ slice	X8
	Margarine		2.5g		X8
	Spread/fillings		2.5g+2.5g	Peanut butter + syrup mix	X2
			1.5g	Meat spread	X2
			5g	Cold meat – slice	X2
			10g	sliced cheese	X2
LUNCH	PROTEIN	Meat - without bone	40g	Beef – cubed	X1
			50g	Beef roast– sliced	X1
			50g	Beef – steak	X1
			35g	Lean Beef mince	X1
		Poultry – without bone	50g	Chicken breast – fillet	X3
		Fish - without bone	2 x 25g	Fish Fingers	X1
	Starch		25g	Rice, soft cooked	X2
			35g	Maize – meal/ rice (25g)	X2
			25g	Maize rice	X1
			90g	Sweet potatoes/potatoes	X3
	Vegetables	Cooked or as requested	2 portions	See specification list	X8

ANNEXURE C
MENU B
TODDLERS 1 TO 3 YEARS Soft diet (continue)& THERAPEUTIC DIETS

See attached specification list

the attached specification list

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY		FREQUENCY	
LUNCH Continue	Dessert See Specifications list		7g	Jelly +50ml Custard prepared	1x per week	Every Wednesday and Sunday	
			40g Pre-pared	Baked pudding + 50ml Custard – prepared	1x per week		
PM TEA	Fruit juice		200ml	100% pure		X8	
	Biscuits		15g			X8	
SUPPER	SOUP		100 ml	Home made (Winter Menu)		X8	
	PROTEIN	Meat- without bone	40g	Beef – cubed		X1	
			50g	Beef – steak/roast		X1	
			35g	Lean Beef mince		X2	
			40g	Boerewors		X1	
		Poultry – without bone	50g	Chicken breast – fillet		X2	
		Fish - without bone	2 x 25g	Fish fingers		X1	
	Starch			25g	Rice		X2
				90g	Potato		X2
				35g	Maize meal		X2
				25g	Maize rice		X1
				25g	Pasta		X1
	Vegetables Cooked or as requested		1 portion	See specification list		X8	
LATE EVENING TEA	Milk		150ml	To drink		X8	
	Bread – brown		15g	½ slice		X8	
	Margarine		2.5g			X8	

ANNEXURE C

MENU C

CHILDREN 4 – 6 YEARS& THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY	FREQUENCY
BREAKFAST	Porridge, soft		30g	Maize – meal	X3
			30g	Maltabella – fine	X3
			30g	Oats	X2
	Milk		100ml		X8
	Sugar		10g		X8
	Protein		50g	Egg	X3
			2x25g	Fish fingers	X2
			1 x 45g	Vienna	X1
			50g	Lean Beef mince	X2
	Bread – brown		30g	1 slice	X8
	Margarine		5g		X8
	Jam		10g		X8
	Milk		200ml	To drink	X8
	Fruit		1 portion	See specification list	X8
AM TEA	Tea		2.5g	Preferably rooibos tea	X8
	Milk		50ml		X8
	Sugar		10g		X8
	Bread – brown		30g	1 slice	X8
	Margarine		5g		X8
	Spread/fillings		5g + 2.5g	Peanut butter + syrup mix	X2
			2g	Meat spread	X2
			10g	Cold meat – slice	X2
			15g	Sliced cheese	X2
LUNCH	PROTEIN	Meat – without bone	60g	Beef – cubed	X1
			75g	Beef roast – sliced	X1
			75g	Beef – steak	X1
			50g	Beef mince- fat free	X1
		Poultry	75-90g	Chicken portions Chicken breast fillets (65g)	X3
		Fish - without bone	75g	Hake-portion-crumbed	X1
	Starch		30g	Rice	X2
			50g	Maize – meal/ Rice (30g)	X2
			40g	Samp	X1
			30g	Maize rice	X1
			140g	Sweet potatoes/potatoes	X2
	Vegetables Cooked or as salad		2 portions	See specification list	X8

ANNEXURE C

MENU C

CHILDREN 4 – 6 YEARS (continue) & THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY	RAW SPECIFICATION	COMMODITY	FREQUENCY
LUNCH Continue	Dessert See Specifications list	15g	Jelly +100 ml Custard cooked	1x per week
		80g Pre-prepared	Baked pudding + 100 ml Custard cooked	1x per week
PM TEA	Fruit juice	250ml	100% pure	X8
	Biscuits/Fruit	20g	See specification list	X8
SUPPER	Soup	150ml	Home made (Winter Menu)	X8
	PROTEIN	Beef no bone	75g Beef – steak/roast	X1
			60g Beef – cubed	X1
			50g Lean Beef mince	X2
			60g Boerewors	X1
	Poultry	75-90g	Chicken portions	X2
			Chicken nuggets (65g)	
	Fish - without bone	75g	Hake-portion-crumbed	X1
			30g Rice	X2
	Starch	140g	Potato	X2
		50g	Maize – meal	X1
		40g	Samp/maize meal (50g)	X1
		30g	Maize rice	X1
		30g	Pasta	X1
	Vegetables Cooked or as salad	1 portion	See specification list	X8
LATE EVENING TEA	Milk	200ml	To drink	X8
	Bread – brown	30g	1 slice	X8
	Margarine	5g		X8
	Spread/fillings	5g + 2.5g	Peanut butter + syrup mix	X2
		2g	Meat spread	X2
		10g	Cold meat – slice	X2
		15g	Sliced cheese	X2

ANNEXURE C

MENU D

CHILDREN 7 – 12 YEARS& THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY	FREQUENCY
BREAK FAST	Porridge, soft		80g	Maize – meal	X3
			60g	Maltabella – fine	X3
			60g	Oats	X2
	Milk		100 ml		X8
	Sugar		20g		X8
	Protein		50g	Egg	X3
			3 x 25g	Fish fingers/ fishcake (100g)	X2
			90g	Vienna	X1
			100g	Lean Beef mince	X2
	Bread – brown		60g	2 slices	X8
	Margarine		8g portion		X8
	Jam		15g		X8
	Milk		150 ml	To drink	X8
	Fruit		1 portion	See specification list	X8
AM TEA	Tea		2.5g		X8
	Coffee		2.5g		
	Milk		40 ml		X8
	Sugar		10g		X8
	Bread – brown		30g	1 slice	X8
	Margarine		5g		X8
	Spread/fillings		5g + 2.5g	Peanut butter + syrup mix	X2
			2g	Meat spread	X2
			10g	Cold meat – slice	X2
			15g	Sliced cheese	X2
LUNCH	PROTEIN	Meat – without bone	120g	Beef – cubed	X1
			150g	Beef roast – sliced	X1
			150g	Beef – steak	X1
			100g	Lean Beef mince	X1
		Poultry	180-210g	Chicken portions Chicken breast fillets (130g) Chicken thigh	X3
	Starch	Fish - without bone	150g	Hake-portion-crumbed	X1
			45g	Rice	X2
			75g	Maize – meal/ Rice (45g)	X2
			60g	Samp	X1
			45g	Maize rice	X1
			180g	Sweet potatoes/potatoes	X2

ANNEXURE C
MENU D
CHILDREN 7 – 12 YEARS (continue) & THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY		FREQUENCY
LUNCH continue	Vegetables Cooked or as salad		2 portions	See specification list		X8
	Dessert See Specifications list		15g	Jelly + 100ml Custard cooked	1x per week	Every Wednesday and Sunday
			80g prepared	Baked pudding + 100ml Custard cooked	1x per week	
PM TEA	Fruit juice		250ml	100% Pure		X8
	Biscuits/Fruit		30g	See specification list		X8
SUPPER	Soup		200ml	Home made (Winter Menu)		X8
	PROTEIN	Meat - with bone	150g	Stewing beef/chuck		X1
		Meat – no bone	150g	Beef – steak/roast		X1
			100g	Lean Beef mince		X2
			120g	Boerewors		X1
		Poultry	180-210g	Chicken portions Chicken breast fillet (130g)		X2
	Fish - without bone	150g	Hake-portion-crumbed		X1	
	Starch		45g	Rice		X2
			180g	Potato		X2
			75g	Maize – meal		X1
			50g	Samp/ maize meal (75g)		X1
			45g	Maize rice		X1
			45g	Pasta		X1
Vegetables Cooked or as salad		1 portion	See specification list		X8	
LATE EVENING TEA	Milk		200ml	To drink		X8
	Bread – brown		30g	1 slice		X8
	Margarine		5g			X8
	Spread/fillings	5g + 2.5g	Peanut butter + syrup mix		X2	
		2g	Meat spread		X2	
		10g	Cold meat – slice		X2	
		15g	Sliced cheese		X2	

ANNEXURE C

MENU E

13 years – ADULTS & THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY	FREQUENCY
BREAKFAST	Porridge, soft		80g	Maize – meal	X3
			60g	Maltabella/Mabele – fine	X3
			60g	Oats	X2
	Milk		100ml		X8
	Sugar		20g		X8
	Protein		50g	Egg	X3
			3x25g	Fish fingers/fishcake (100g)	X2
			90g	Vienna	X1
			100g	Lean Beef mince	X2
	Bread – brown		60g	2 slice	X8
	Margarine		8g portion		X8
	Jam		15g		X8
	Tea		2.5g		X8
	Coffee		2.5g		X8
	Milk		40 ml		X8
	Sugar		10g		X8
	Fruit		1 portion	See specification list	X8
LUNCH	PROTEIN	Meat - without bone	120g	Beef – cubed	X1
			150g	Beef roast – sliced	X1
			150g	Beef – steak	X1
			100g	Lean Beef mince	X1
		Poultry	180-210g	Chicken portions Chicken breast fillets (130g) Chicken thigh	X3
				Hake-portion-crumbed	X1
		Fish – without bone	150g		
	Starch		50g	Rice	X2
			75g	Maize – meal	X2
			60g	Samp (see equivalent list)	X1
			45g	Maize rice	X1
			180g	Sweet potatoes/potatoes	X2

ANNEXURE C

MENU E

13 years - ADULTS (continue) & THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY		RAW SPECIFICATION	COMMODITY		FREQUENCY
LUNCH Continue	Vegetables Cooked or as salad		2 portions	See specification list		X8
	Dessert See Specifications list		15g	Jelly + 100ml Custard cooked	1x per week	Every Wednesday and Sunday
			80g prepared	Baked pudding/Instant + 100ml Custard cooked	1x per week	
	Fruit juice		250 ml	See specification list		X8
PM TEA	Tea		2.5g			X8
	Coffee		2.5g			
	Milk		40ml			X8
	Sugar		10g			X8
	Biscuits		30g			X8
SUPPER	Soup		200ml	Home-made (Winter Menu)		X8
	PROTEIN	Meat – with/without bone	150g	Stewing beef/chuck		X1
			150g	Beef – steak/roast		X1
			100g	Lean Beef mince		X2
			120g	Boerewors/liver		X1
		Poultry	180g-210g	Chicken portions Chicken breast fillets (130g) Chicken thigh		X2
		Fish – without bone	150g	Hake-portion-crumbed/Fillet		X1
	Starch		50g	Rice		X2
			180g	Potato		X2
			75g	Maize – meal		X1
			50g	Samp		X1
			45g	Maize rice		X1
			45g	Pasta		X1
	Vegetables Cooked or as salad		1 portion	See specification list		X8
LATE EVENING TEA	Tea		2.5g			X8
	Coffee		2.5g			
	Milk		40 ml			X8
	Sugar		10g			X8
	Bread – brown		60g	2 slices		X8
	Margarine		10g			X8
	Spread/fillings		10g + 5g	Peanut butter + syrup mix		X2
			2.5g	Meat spread		X2
			20g	Cold meat – slice		X2
			30g	Sliced cheese		X2

ANNEXURE C

MENU F

MEAL PACK FOR MENU B, C, D, E, H and I

FOOD CATEGORY	RAW SPECIFICATIONS	COMMODITY	FREQUENCY
Protein	200g	Chicken – thighs	X 1
	2 X 45g	Vienna's	X1
	100g	Meatballs	X1
	100g	Hamburger Patty	X 1
	120g	Boerewors	X 1
Starch	120g	4 slices brown bread or	X5
	120g	Bun	
Margarine	20g	5g per slice	X 5
Spread/ fillings	20g	Jam	X 2
	2.5g	Meat spread	X 1
	15g	Sliced Cheese	X 1
	10g + 5g	Peanut butter + syrup mix	X 1
Fruit	1 portion	See specification list	X 5
Fruit juice	250 ml	Fruit juice	X 5

- If 2 (two) meals is requested for a patient on the same day, there should be a variety in the pack e.g. Breakfast pack should contain bread, while the lunch pack should contain bun. There should also be a difference in the protein item, if more than one pack is requested per patient per day.
- A 5 (five) day normal menu must be provided according to the specification.
- The meal pack menu must make provision for therapeutic diets according to diet specifications e.g. no red meat, diabetic, no fish, soft, low salt, light and protein controlled.
- The price of Menu A, adult puree and therapeutic meal packs (except fluid diet) will be the same as price of Menu F.
- All fruit juice for all meal packs will be served 250 ml 100% pure fruit juice.

FLUID DIET MEAL PACK (1 MEAL PACK)

	Normal clear fluids	Diabetic clear fluids	Normal fluid	Diabetic fluid	Children (1-4 years)	Low protein fluid
Monday to Friday	2 x 250ml clear juice	2 x 250ml clear juice	1 x 250ml Fruit juice	1 x 250ml fruit juice	1 x 250ml fruit juice	2 x 250ml apple/grape juice
			1 x 175ml yoghurt	1 x 175ml plain yoghurt	1 x 175ml yoghurt	

MENU A AND ADULT PUREE MEAL PACK (1 MEAL PACK)

1x 250ml commercial bottled baby food (vegetable/meat based)
 1x 250ml commercial bottled baby food (fruit based)
 1x 250ml fruit juice

ANNEXURE C MENU G

STAFF/ STUDENTS TEAS

This menu will serve staff members entitled to tea and coffee according to Provincial/Hospital policy

AM TEA		
FOOD CATECORY	RAW SPECIFI- CATIONS GRAM	FREQUENCY
Tea	2.5g	X8
Coffee	2.5g	
Milk	40ml	X8
Sugar	10g	X8
PM TEA		
Tea	2.5g	X8
Coffee	2.5g	
Milk	40ml	X8
Sugar	10g	X8
LATE PM TEA		
Tea	2.5g	X8
Coffee	2.5g	
Milk	40ml	X8
Sugar	10g	X8

MENU H

STAFF/STUDENTS MEALS

This menu will serve staff members and students entitled to meals according to Provincial/ Hospital policy

Staff at Hospitals will be served from Menu E specifications

Students in nursing colleges will be served from menu E specifications

This meals should be: Breakfast

Lunch

Dinner

Midnight Meal (hospital will determine whether lunch or dinner menu will be served) according to hospital policy

ANNEXURE C

MENU I

HOTEL SERVICE& THERAPEUTIC DIETS

See attached specification list

MEAL	FOOD CATEGORY	RAW SPECIFICATION	COMMODITY	FREQUENCY
BREAKFAST	Porridge, soft	80g	Maize – meal	X3
		60g	Maltabella – fine	X3
		60g	Oats	X2
		100 ml	Milk	X8
	Selective option Breakfast cereals	60g	Cereals	X8
	Milk	200ml	Served with cereals	X8
	Sugar	20g		X8
	Protein (OPTION 1)	60g + 50g	Bacon & Egg	X3
		3x25g	Fish fingers/fishcake (100g)	X2
		90g	Vienna	X1
		100g	Lean beef mince	X2
	Selective option Protein	120g	Boerewors	X1
		120g	Mutton sausages	X1
		100g	Liver	X1
		30g	Sliced cheese	X1
		60g+ 50g	Macon & eggs	X1
		100g	Hake/ haddock fillet	X1
		100g	Beef/chicken patties	X1
		175ml	Yoghurt	X1
	Bread – brown/ white, whole wheat	60g	2 slices	X8
	Margarine	2x 8g portion		X8
	Jam	15g		X8
	Tea	2.5g		X8
	Coffee	2.5g		
	Milk	40 ml		X8
	Sugar	10g		X8
	Fruit	1 portion	See specification list	X8
	Selective option Fruit juice	250ml	See specification list	X8
AM TEA	Tea	2.5g		X8
	Coffee	2.5g		
	Sugar	10g		X8
	Milk	40 ml		X8
	Scone with jam	60g		X1
	Scone with cheese	60g		X1
	Muffin with jam	60g		X1

ANNEXURE C

MENU I

HOTEL SERVICE& THERAPEUTIC DIETS

See attached specification list

		Muffin with cheese	60g		X1	
		Biscuits: Pre-wrapped	30g		X2	
		Savoury biscuits: Pre-wrapped Cheese wedge	30g		X2	
LUNCH	PROTEIN	Meat - without bone	120g	Beef – cubed	X1	
			150g	Beef roast - sliced	X1	
			150g	Beef – steak	X1	
			100g	Lean beef mince	X1	
		Poultry	180-210g	Chicken portions Chicken breast fillets (130g) Chicken thigh	X3	
			Fish – without bone	150g	Hake-portion-crumbed	X1
				Selective option Protein- meat, fish, poultry	150g	Chicken schnitzel
		150g	Lamb chops		X2	
		150g	Beef schnitzel		X1	
	180-210g	Chicken portion	X2			
	150g	Hake portion - crumbed	X1			
	120g	Beef fillet	X1			
	Starch		50g	Rice	X2	
			75g	Maize – meal/rice	X2	
			60g	Samp (see equivalent list)	X1	
			45g	Maize rice	X1	
			180g	Sweet potatoes/potatoes	X2	
		Selective option Starch	45g	Pasta	X1	
	150g		Cut corn/ sweet corn	X1		
	50g		Rice	X2		
	75g		Maize meal	X1		
	180g		Potato	X2		
	45g		Maize rice	X1		
	Vegetables Cooked or as salad		2 portions	See specification list	X8	
	Dessert		15g	Jelly + 100 ml Custard cooked	X8	
	Selective option Dessert		125g	Ice Cream Tub	X2	
			120 g	Fresh/ tinned fruit salad	X2	
		125g	Instant pudding	X2		
		80g prepared	Baked pudding + 100ml Custard cooked	X2		
Fruit juice		200 ml	See specification list	X8		
PM TEA	Tea		2.5g		X8	
	Coffee		2.5g			
	Milk		40 ml		X8	
	Sugar		10g		X8	
	Biscuits		30g		X8	
SUPPER	Soup		200ml	Home made Soup (winter menu)	X8	
	PROTEIN	Meat - with bone/ without bone	150g	Stewing beef/chuck	X1	
			150g	Beef steak/ roast	X1	
			100g	Lean beef mince	X2	
			120g	Boerewors	X1	
		Poultry	180-210g	Chicken portions	X2	

ANNEXURE C

MENU I

HOTEL SERVICE& THERAPEUTIC DIETS

See attached specification list

See attached specification list

		Fish – without bone	150g	Hake-portion-crumbed	X1	
	Selective option		150g	Sausage roll/ pie	X1	
			150g	Fish	X2	
			180-210g	Chicken	X2	
			100g	Lean Beef mince	X1	
			150g	Beef fillet	X1	
			150g	Mutton chops	X1	
	Starch		50g	Rice	X2	
			180g	Potato	X2	
			75g	Maize – meal	X1	
			50g	Samp/maize meal	X1	
			45g	Maize rice	X1	
			45g	Pasta	X1	
	Selective option		50g	Rice	X2	
			180g	Potato	X2	
			75g	Maize- meal	X1	
			180g	Sweet Potato	X1	
			45g	Pasta	X1	
			150g	Sweet corn	X1	
	Vegetables Cooked or as salad		1 portion	See specification list	X8	
LATE EVENING TEA	Tea		2.5g		X8	
	Coffee		2.5g			
	Milk		40 ml		X8	
	Sugar		10g		X8	
	Bread – brown		60g	2 slices	X8	
	Margarine		10g		X8	
	Spread/fillings			10g + 5g	Peanut butter + syrup mix	X2
				2.5g	Meat spread	X2
				20g	Cold meat – slice	X2
		30g	Sliced cheese	X2		

ANNEXURE D

FOOD SPECIFICATIONS LIST

QUANTITY AND QUALITY OF FOOD PRODUCTS AND MENU SPECIFICATIONS

Summer Menu: 1st October – 31st March

Winter Menu: 1st April – 30th September

1. MEAT AND MEAT PRODUCTS, CHICKEN AND FISH

- 1.1 No textured vegetable protein will be allowed.
- 1.2 Pure 100% beef/chicken patties must be used.
- 1.3 The mass specified is for raw mass only.
- 1.4 All meat will be ordered in portions and ready to cook.
- 1.5 All meat and meat products should be of high quality standards.
- 1.6 The **fat content** of stewing meat served shall consist of **not more than 2% visible fat and 18% bone**. Only A & B Grades meat will be accepted.
Chicken nuggets should be 100% chicken and must only be provided to menu B and menu C
- 1.7 **Lean mince must be served for all menus.**
- 1.8 **No frozen red meat will be accepted**
- 1.9 Only the best quality Polony/ Macon/ Vienna's will be accepted. Only sliced cold meats should be purchased. Vienna's and Polony must be **pork free**.
- 1.10 All fish portions must be ready prepared e.g. battered/crumbed, skinless and fillet (without bone).
- 1.11 **Only frozen chicken portions** must be purchased to ensure that all patients receive equal cuts.
- 1.12 All Chicken products must be **Halaal**.
- 1.13 When chicken portions or steak are grilled or baked it must be counted according to number of patients.
A variety of cooking methods must be used when preparing chicken – only once per 8 day menu cycle will chicken stew/à la king be accepted – the rest must be grilled/oven baked/fried.
- 1.14 For **stews/stir fry, soft and puree diets**: only **de-boned chicken breast fillets** must be used.
- 1.15 For **roast chicken**: Only Thighs (Drumsticks for certain therapeutic diets) must be used.

2. FRUIT AND VEGETABLES

- 2.1 Only **choice grade frozen vegetables** may be used for vegetable dishes.
- 2.2 **Caterer's grade** frozen vegetables may be used for **soups and stews**.
- 2.3 Fresh fruit and vegetables should be of good quality. Tinned fruit must be served to therapeutic diets as requested.
- 2.4 It must be noted that **potatoes, sweet potatoes, sweet corn, cut corn and baked beans (salad beans)** as such are not regarded as vegetable products, but as **starch products**.
- 2.5 All fresh vegetables will be ordered and delivered fresh, ready prepared. Weights of vegetables reflected in food specifications, are for ready prepared items. In case where there are challenges with getting pre-prepared, whole vegetables can be provided following agreement with the foodservice managers or supervisor. Provisioning staff should pre-prepare those whole vegetables.
- 2.6 **"Raw mass"** of vegetables and fruit in salads shall mean **ready prepared** –excluding peels, pips, stalks and tops. In case of whole veggies add extra grams.
- 2.7 Tomato and onion mix is not a vegetable, only be served as a gravy.
- 2.8 Vegetable items are not to be repeated more than **3 times** in an 8-day cycle.

3. MILK AND MILK PRODUCTS

- 3.1 2% low fat milk should be served to all patients except for children which is menu A, B, C& D.
- 3.2 All milk will be ordered in 250ml, 500ml, and 1lt and 2lt plastic container with a screw cap. At least one week expiry date
The hospital will determine the preferred size.
- 3.3 **Nomilk blends or coffee creamers/whiteners** allowed.
- 3.4 Fresh 2% low fat milk can be used for cooking purposes e.g. custard, white sauce etc.
- 3.5 Approved certificates of dairy and cowsheds of supplier **must** be available within 14 days after commencement of contract. Copies must be provided to the Foodservice Manager or delegated person. Any change of supplier must be reported and certificates must be provided within 2 weeks.
- 3.6 Yoghurt must contain live AB cultures. Proof must be available.
- 3.7 Only cheddar cheese must be ordered.
- 3.8 Only pre-packed cheese wedges (30g) will be served with AM tea on Menu I.
- 3.9 Some of the menus make provision for patients to have milk to drink. It will be to the **discretion of the institution** whether they want to substitute fresh milk with an equivalent, as well as type, as listed in Food Specifications no. 24. Substitute may only be served once per 8-day frequency.

4. BREAD AND STARCH

- 4.1 The preference of the institution regarding **fortified brown or whole-wheat** bread must be adhered to for all patients and functions, except in the case of certain therapeutic diets.
- 4.2 Only sliced bread must be ordered.
- 4.3 Only fine Maltabella is acceptable.
- 4.4 **One slice** of bread should be **30g**.
- 4.5 A variety of at least 3 types of biscuits must be available (1xhigh fibre biscuit) Quality/taste must be acceptable to clients. Provision must be made for therapeutic diets. The packaging size of biscuits must not exceed 200g.
- 4.6 Pre wrapped biscuits will be purchased and served for Menu I.
- 4.7 Pasta and mashed potato can be replaced with other starch commodity, if not acceptable to clients.
- 4.8 Only fortified flour, maize and bread must be used.

5. COFFEE / TEA / ROOIBOS

- 5.1 Patients and staff members **must have the option** to choose between coffee/tea /rooibos at all times.
- 5.2 Good quality instant granule coffee to be used with not more than 25% Chicory.Coffee must be purchased in tins of 750g or 1.5kg.
- 5.3 **Only good quality** Rooibos teabags and Ceylon type blended teabags to be used.
- 5.4 **No coffee or teamixes** containing milk and sugar may be used.
- 5.5 A portion of rooibos tea: 2.5 g

6. FRUIT JUICE

- 6.1 Only 100% **pre-packed containers** 250ml size pure fruit juice must be used for all menus as well as all therapeutic diets. Preferred flavours will be specified by the hospital e.g. menu A only apple.
- 6.2 No fruit powders, dairy mix juices will be allowed.

7. MARGARINE

- 7.1 Only **medium fat** yellow soft margarine (maximum 1kg) must be used for **cooking purposes** and for all **bread/sandwiches to be prepared** in the foodservice unit.
- 7.2 Pre-packed **medium fat** portions must be **served with bread** to clients who are allowed to spread their own bread/snack. Bread for menus B and C will be spread in foodservice unit.
- 7.3 A low fat/lite pre-packed margarine portion must be served to patients on fat restricted diets e.g. low fat, lipid lowering and diabetics.

8. CEREALS

- 8.1 Ready to serve breakfast cereals must be available in case of strikes/riots/unrest or on request. In such instances the fresh milk portion will be increased to 200ml at no additional cost.
- 8.2 Cereals will be served with 200ml of milk on Menu I.
- 8.3 The dietician of the Institution may decide that clients on Menu A will only be served with Cerelac Baby Cereal instead of cooked porridge (Maize meal, Maltabella or Oats Porridge).

9. SPREAD/JAM/SUGAR

- 9.1 At least a variety of 2 (two) flavours of jam portions (excluding syrup) must be served per day.
- 9.2 Provision must be made to serve spreads suitable for therapeutic diets e.g. diabetic jam portions.
- 9.3 **Only** sugar portions will be served to patients/staff. Bulk sugar will only be used for cooking purposes.
- 9.4 Diabetics and patients on weight reduction programmes:
 - Non-nutritive sweeteners for cooking purpose
 - Non-nutritive sweetener sachets for serving purposes
- 9.5 Bulk jam is required when bread are spread in the Foodservice.

10. EGGS

There must be a variety in the preparation method of eggs served at breakfast. Scrambled egg portion equals one and a half (1 ½) egg. No egg powder/frozen eggs will be accepted. Exception will be made for Witrand Hospital – see special requirements on **Annexure H**.

11. DESSERT

- 11.1 Provision must be made for normal and therapeutic diet baked and unbaked desserts.
- 11.2 Whole-wheat flour and non-nutritive artificial sweeteners must be available for therapeutic diets.
- 11.3 Once a month jelly and custard must be replaced with canned fruit/fresh fruit salad and custard (applicable to Menu B to E).
- 11.4 Dessert menu for fluid diets must include a variety of the following:
 - Jelly and custard
 - Instant pudding
 - Smooth yoghurt
 - Ice cream

12. COOKING OIL

- 12.1 Cooking oil will be used for deep fat and shallow frying purposes only. Oil used for deep frying should be utilized 2-3 times before discarding.
- 12.2 The Provisioning Company must test used cooking oil, before re-using to ensure that it is still safe for human consumption.
- 12.3 The Provisioning Company must dispose unusable cooking oil according to Health Regulations.

13. RAW SPECIFICATIONS

Raw specifications exclude the following items. The listed items should be included in recipes.

Margarine/oil for cooking purposes

Spices for cooking purposes

Garnish for serving purposes for menu E, H, I

Thickening agents for cooking purpose

White/cheese sauce

Juice for salads

NB: Vegetables in soups/stews do not substitute a vegetable portion that is part of a meal.

Some of the therapeutic diets might need to be served as a soft or puree diet – additional milk/gravy must be available at no additional cost.

14. SOUP

- 14.1 Homemade soup (Winter Menu A – I).
Contain a basis of grated vegetables and thickened with cake flour or corn flour powder. At least four different types of soup are to be served on an 8-day winter menu cycle. Soup for fluid diets must be acceptable and must suit individual patient's needs.
- 14.2 Beef- or chicken freshly made stock/cubes (e.g. protein & vegetables) can be used for clear fluid diets and commercially prepared soup must be used for full fluid diets

15. SERVING OF FOOD

- 15.1 **All food served according to menu A – I as well as therapeutic diets and snacks must be pre-plated and individually covered with cling wrap. Where domes are available at the institution, it (dome) may be used instead of cling wrap. No additional costs will be charged for wrapping material – it must be included in the Fixed Overheads: Sundries (Schedule C).**
- 15.2 A sample plate must be dished for portion control purposes. The Foodservice Manager and Provisioning Manager must taste the prepared food before dishing up to ensure appetising & high quality food.
- 15.3 Sandwiches/snacks served with late evening tea must be prepared in the foodservice and send to the wards in appropriate containers.
- 15.4 All pre-plated food shall have proper, edible garnish. Garnish must be indicated on the menus and does not include salt, pepper, chutney, tomato / Worcester sauce sachets. Only applicable to menu E, H & I.
- 15.5 Leftover food shall remain the property of the institution and will be disposed accordingly. It is not suitable for re-use and cannot replace other menu items.

16. CLIENT SATISFACTION

- 16.1 The Foodservice Manager/ supervisors is responsible to do food satisfaction questionnaires/survey and plate waste studies on quarterly basis to determine the quality of food and client satisfaction.
- 16.2 This information must be available during inspections/meetings to support/prove changes on menus.

- 16.3 All menus in use (normal and therapeutic) must be displayed in the foodservice and a copy must be sent to all wards/sections who receive food.
- 16.4 Substitutes for specific diets e.g. no fish/egg/red meat/chicken will be served at no extra cost and portions will be according to menu A -E, I.

17 CULTURE / RELIGION

- 17.1 Cultural and religious practices must be taken into consideration. Food equivalents are to be served, if requested. Refer to 16.4. Food/snacks served at functions must be Halaal if circumstances require it.
- 17.2 Muslim, Kosher, Hindu and 7th Day Adventists with special dietary requests must be accommodated if circumstances require it. The price of the meal will be the same as a normal diet, unless the patient also has other special dietary needs e.g. diabetic.

18. LATE-ADMISSIONS

- 18.1 Provision must be made for late admissions.
- 18.2 The late-admission meal must consist of a ready to serve protein, 2 portions starch and one (1) fruit/ fruit juice. Late-admissions for therapeutic diets must be planned in conjunction with Institution Dietician. The cost of such meal will be the same as menu A to I and according to the specific meal that will be replaced.

19. CONTINGENCY PLAN

- 19.1 Emergency stock must be available.
The cost of such meals will be the same as per **schedule B**.

20. MISCELLANEOUS

- 20.1 See **Annexure H** for special requirements of individual Institutions. The expenses of these special requirements should be included in the tender prices.
- 20.2 Lodger mothers will be served according to Menu E. Dietician to assess and motivate for lodger mothers to stay at the hospital.

21. OPENING OF NEW UNITS/FACILITIES/HOTEL SERVICES (Menu I)

- 21.1 Menu I is indicated for all diets when required for a patient 13 years to adult e.g. for Private Ward/Hotel service/Step down.
- 21.2 The Institution must make use of the current Provisioning Company for additional/new services and neither will the Provisioning Company nor the institution be allowed to sub-contract to another contractor/provider.
- 21.3 The Institution will be responsible to provide additional foodservice staff, if required to provide the additional service.

22. LIST OF EQUIVALENTS/ REPLACEMENTS

The Institution will have the option to decide which commodity is preferred by the clients and menus will be drafted/ adjusted accordingly. This decision must be based on a client survey/ food questionnaire.

All items are indicated as raw mass except when indicated otherwise.

Food item		Equivalent	
STARCH			
	Raw specification (Menu E)	150g	Baked beans canned
		150g	Sweet corn canned
		150g	Cut corn frozen
		60g	Dried beans /lentils/ peas
		90g	Samp /40g bean mix
		90g	Mabele
BREAKFAST PORRIDGE			
80g	Maize-meal/ 60g oats/ 60g Maltabella	60g	Breakfast cereal (at least 3 varieties)
		90g	Mabele
		200ml	Mageu
BEVERAGES			
2.5g	Tea	10ml	Milo
5ml	/coffee	2.5g	Rooibos tea
MILK			
200ml	Fresh milk	200ml	Amasi
		175ml	Plain/flavoured yoghurt
		200ml	Fresh, boiled milk + 10ml Milo
JAM			
15g	Jam portion (tub)	20g	Up –portioned
BREAD			
30g	Slice Brown/White/Whole-wheat Bread	35g	Scone
		35g	Muffin (whole wheat)
		½ bun	Roll (hamburger bun)
		3	Provitas
		2	Cream crackers

ANNEXURE D

MENU SPECIFICATIONS LIST (continue) QUALITY OF FOOD PRODUCTS AND MENU SPECIFICATIONS

Vegetables – ready pre-pared weight (without tops, peels and pips)

1 portion equals: (Vegetables used for meat stews is not included)

VEGETABLES		MENU A	MENU B	MENU C	MENU D	MENU E, H, I
Baby Marrow	Frozen	90g	120g	140g	150g	150g
	Fresh, pre-prepared	100g	130g	150g	160g	160g
	Fresh, stew + potato	95g+10g	100g+15g	120g+20g	125g+20g	125g+30g
	Frozen, stew + potato	90g+10g	95g+15g	110g + 20g	120+ 20g	120g+30g
Beetroot	Fresh, raw	-	85g	115g	115g	135g
	Pre-prepared cooked	-	60g	60g	60g	70g
Broccoli	Fresh, pre-prepared	-	50g	60g	80g	80g
	Frozen	-	50g	60g	80g	80g
Butternut	Fresh, pre-prepared	90g	110g	120g	150g	180g
Cabbage	Fresh, pre-prepared	-	80g	100g	140g	140g
	Fresh, salad + carrots	-	-	60g+20g	60g+20g	80g+20g
	Stewed + potato	-	70g+20g	90g+30g	120g+50g	120g+50g
Carrots	Fresh, pre-prepared	50g	85g	100g	130g	130g
	Frozen	30g	50g	60g	80g	80g
	Salad	-	65g	70g	100g	100g
	Stew + Potato	40g+10g	65g+20g	75g+25g	100g+30g	100g+30g
Cauliflower	Fresh, pre-prepared	-	55g	80g	80g	80g
	Frozen	-	50g	60g	80g	80g
Cucumber	Fresh, ordinary				60g	80g
	English	-	40g	50g	50g	70g
Gem Squash	Fresh, pre-prepared	75g	150g	150g	150g	180g

Green Beans	Frozen	-	60g	80g	90g	100g
	Canned	-	100g	120g	120g	150g
	Stew, frozen + potato	50g+10g	50g+10g	60g+20g	60g+20g	80g+30g
Green peas	Frozen	40g	50g	65g	65g	80g
	Canned	45g	65g	75g	75g	100g
Hubbard Squash	Fresh, pre-prepared	90g	140g	180g	180g	180g
Mixed Vegetables carrots, peas, green beans, sweet corn)	Frozen	40g	40g	50g	60g	80g
	Canned (without potato)	-	100g	120g	120g	150g
Country Mix	Frozen	-	60g	60g	60g	80g
Pumpkin	Fresh, pre-prepared	90g	140g	180g	180g	180g
Spinach	Fresh, pre-prepared + potato	70g+10g	120g+30g	130g+40g	130g+40g	150+70g
	Frozen + potato	70g+20g	90g+20g	110g+40g	110g+40g	150g+40g
Tomato Onion and Cucumber salad	Tomato			70g	70g	70g
	Onion			10g	10g	10g
	Cucumber			20g	20g	20g
Tossed salad:	Tomato	-	-	60g	60g	60g
	Onion	-	-	-	5g	5g
	Pineapple (pre-papared weight	-	-	30g	30g	20g
	Lettuce	-	-	10g	15g	15g
	Cucumber	-	-	10g	10g	10g

ANNEXURE D

MENU SPECIFICATIONS LIST (continue) QUALITY OF FOOD PRODUCTS AND MENU SPECIFICATIONS

FRUIT		MENU A	MENU B	MENU C	MENU D	MENU E,H,I
Apples	Fresh	-	-	110g	150g	150g
	Canned	50g	100g	100g	100g	100g
Apricots	Fresh or canned	-	-	70g	70g	70g
Bananas	Fresh	55g	110g	165g	165g	165g
Grapefruit	Fresh	-	-	150g	150g	150g
Grapes	Fresh	-	-	120g	120g	120g
Guavas	Fresh or Canned	-	-	100g	100g	100g
Oranges	Fresh	-	220g	220g	220g	220g
Peaches	Fresh	-	130g	130g	130g	130g
	Canned	100g	100g	100g	100g	100g
Naartjies	Fresh	-	120g	120g	120g	120g
Pears	Fresh	-	-	145g	145g	145g
	Canned	100g	100g	100g	100g	100g
Pineapple	Fresh	-	200g	200g	200g	200g
	Canned	-	95g	95g	95g	95g
Plums	Fresh	-	-	110g	110g	110g
Sweet Melon	Fresh	-	200g	200g	200g	200g
Watermelon	Fresh	-	-	250g	250g	250g
Fruit Salad (at least 3-4 fruits)	Fresh	-	-	120g	140g	140g
	Canned	50g	75g	100g	100g	100g
Papaya	Fresh		125ml	125ml	250ml	250ml

ANNEXURE E**LIST OF INSTITUTIONS TO BE OUTSOURCED INCLUDES THE FOLLOWING**

CLUSTER A: HIGH PRIORITY	CLUSTER B: MEDIUM PRIORITY	CLUSTER C: LOW PRIORITY
1.Potchefstroom	1.Moses Kotane	1. Koster
2.Witrand	2.Mmacon	2.Swartruggens
3.Tshepong	3.Lehurutse	3. Ventersdorp
4.Klerksdorp	4.Zeerust	4. Nic Bodenstein
5.Mafikeng Provincial	5. Brits	5. Bloemhof
6.Bophelong	6.Gelukspan	6. Christiana
7. Excelsius College	7. Joe Morolong Memorial	7.Schweizer Reneke
8.Job Shimankane Tabane		8.Ganyesa
10.Taung		9. Thusong
		10.General De La Rey

ANNEXURE F

DETAILS OF FOODSERVICE STAFF:

Filled & vacant Post:

Institution	#Beds	DT		FSM		FSS		FSA	
		Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
Witransdorp	889	5	0	1	1	8	9	47	15
Potchefstroom	335	5	0	2	0	5	1	9	9
Ventersdorp	44	01	00	00	01	01	00	00	04
Tshepong	477	3	1	2	0	5	4	16	4
Klerksdorp	382	3	0	1	0	7	2	19	4
Nic Bodenstein	88	1	0	0	0	1	1	4	2
Bloemhof CHC	13	1	0	0	0	0	0	1	2
Christiana	42	1	0	0	0	1	0	1	1
Schweizer-Reneke	59	1	1	0	0	0	1	2	3
Trompsburg	279	3	3	1	2	3	1	10	0
Ganyesa	60	1	3	0	0	1	0	3	0
JMM	120	2	0	0	0	3	0	7	1
Genl. De La Rey	48	1	0	0	0	1	0	4	0
Zeerust	70	1	No info	0	0	1	No info	5	No info
Lehurutshe	94	2	No info	0	0	1	No info	4	No info
Thusong	103	1	1	0	1	1	2	27	15
Gelukspan	184	2	1	0	0	0	0	6	0
Mafikeng	490	3	3	1	0	0	2	14	16
Bophelong	260	0	1	1	0	2	8	21	2
JST	370	7	0	1	0	7	2	23	0
Swartruggens	30	1	0	0	0	0	1	1	3
Koster	50	2	2	0	0	0	0	0	0
Moses Kotane	200	3	2	2	2	4	0	12	0
Brits Hospital	170	4		1	1	2	2	10	3
MMAFON	0	0	0	0	0	1	0	6	2
Enslin Nursing College	800	0	0	0	0	1	0	4	4

**NB: DT- Dietician,
FSM- Food Service Manager,
FSS- Food Service Supervisor &
FSA- Food service Aid**

ANNEXURE G

DETAILS OF PRIVATE FOOD SERVICE COMPANY'S STAFF

(Should be indicated on Schedule D)

Institution	Private Provisioning Manager	Assistant Private Provisioning Manager	Stores man
Witrاند	1	1	3
Potchefstroom	1	1	1
Ventersdorp	1	1	0
Tshepong	1	1	1
Klerksdorp	1	1	1
Nic Bodenstein	1	0	1
Bloemhof	1	0	1
Christiana	1	0	1
Schweizer- Reneke	1	1	0
Taung	1	1	2
Ganyesa	1	0	1
JMM	1	1	1
Genl. De La Rey	1	0	1
Zeerust	1	1	1
Lehurutshe	1	1	1
Thusong	1	1	1
Gelukspan	1	0	2
Mafikeng	1	1	2
Bophelong	1	1	1
Job Shimankana Tabane (JST)	1	1	1
Swartruggens	1	0	1
Koster	1	0	1
Moses Kotane	1	1	1
Brits Hospital	1	1	1
Macon nursing college	1	1	1
Excelsious nursing college	1	1	2

ANNEXURE H

SPECIAL REQUIREMENTS

- 1 Hospital policy and budgets will guide provision of food to lodger mothers

1. WITRAND HOSPITAL

- 12 day cycle menu to be used instead of 8 day as majority of patients in this institution will be admitted for a lifetime. 8 day cycle menu becomes too repetitive for patients.
- Menu E: Alternative preparation methods must be planned within the menu to avoid boredom as some of the clients have a lengthy hospital stay.
- Only de-boned chicken to be used for soft diets.
- Soft diet and certain other patients as indicated by the foodservice manager/dietician need to be served with fruit without pips/peels. Variety is important and should include the following: pawpaw, banana, watermelon, muskmelon, and if variety is limited pie apples should be available.
- Patients with dental, swallowing or other medical problems may require meat that is made mechanically soft - +/- 320 on menu E and 230 on therapeutic diets.
- Patients should not eat fried cabbage or coleslaw.
- Green peas should not be used on the menus of this institution.
- All food served for **lunch and supper** will be pre-plated in the foodservice. Only therapeutic diets are pre-plated for breakfast.
- Only scrambled eggs to be served for breakfast from egg commodities for menu E.
- Portions of margarine, jam, sugar, pepper and tomato sauce not suitable for MDR wards therefore provision should be in bulk. Portions can be used for menu I only.
- Replace breakfast:
 - 1 x frequency Mince with Liver (120g)
 - 1 x frequency Fish Finger with mutton sausages (100g)
- Milk served to drink at supper should be replaced with yoghurt twice in 12 days cycle.

2. POTCHEFSTROOM HOSPITAL

- Day ward: sandwiches and tea to be served to patients after operation and before discharge. Menu E Late evening tea to be used as issuing and cost.
- Diabetic diet
 - Low GI bread to be given
 - We request substitutes for custard and jelly (diabetic custard and diabetic jelly).
 - Replace starch vegetables (example pumpkin) with non-starchy vegetables (example green beans)
- Replace instant high salt soup with freshly prepared soup low in salt
- We need an industrial food processor
- Small protein portions for renal diets

3. KLERKS DORP/TSHEPONG HOSPITAL COMPLEX

- **MDR. Ward / Oncology ward/ Renal unit/Burns unit**
These units need special attention regarding meals, sandwiches and snacks.

ANNEXURE H

SPECIAL REQUIREMENTS

- 1 Hospital policy and budgets will guide provision of food to lodger mothers

Special requirements for therapeutic diets at Klerksdorp/Tshepong Hospital Complex

- Chicken drumsticks must be given to protein-controlled diets in order to assist in educating patients regarding portion control.
- No beetroot salad for Menu B, soft and light diets.
- Treatment of oncology patients may cause taste alterations/intolerance.
- Substitutes for food/supplements may be requested.

4. JOB SHIMANKANA TABANE HOSPITAL

Special requirements for therapeutic diets

Chicken drumsticks must be given protein controlled diets in order to assist in educating patients about portion control

5. MAFIKENG/BOPHELONG HOSPITAL

- Hospital will utilize in-house capital investment plan to procure new equipment
- Portions of margarine, jam, sugar, pepper and tomato sauce not suitable for menu F therefore provision should be in bulk. Portions can be used for menu I only
- 8 day menu cycle will be used for menu A- E.

6. VRYBURG HOSPITAL/ NEW VRYBURG HOSPITAL

- Soup to be served throughout the year.

7. GANYESA HOSPITAL

- Early am tea to be given to maternity ward only.

ANNEXURE I
EXAMPLE OF A COSTING SCHEDULE
MENU E: 13 years - ADULTS

MEAL	A FOOD AND BEVERA GE DESCRI PTION	B QUALI TY/ GRAD E OF FOOD STUFF S	C COSTIN G/ UNIT SIZE KG OR LT	D COST PER UNIT COLUMN C	E MENU MASS VOLUME PORTION SIZE	FREQUENC Y OF FOOD ITEM PER 8 DAY CYCLE	TOTAL ISSUE PER CYCLE	COST PER FOOD ITEM PER CYCLE
BREAK FAST	Maize Meal		kg		80g	3	240g	
	Maltabella - fine		kg		60g	3	180g	
	Oats		kg		60g	2	120g	
	Milk (fresh full cream)		lt		100ml	8	800ml	
	Sugar		kg		20g	8	160g	
	Egg		each		50g	3	150g	
	Fish fingers / fish cake 100g		kg		3x25g	2	150g	
	Vienna		kg		90g	1	90g	
	Beef Mince		kg		100g	2	200g	
	Bread - brown		kg		60g	8	480g	
	Margarine (8g portion)		portion		8g	8	64g	
	Jam		kg		15g	8	120g	
	Tea		kg		1.5g	4	12g	
	Coffee		kg		2.5g	4	20g	
	Milk (fresh full cream)		lt		40ml	8	320ml	
	Sugar		kg		10g	8	80g	
	Fruit (specify)		kg		170g	8	1360g	
	TOTAL					8		

BREAKFAST MENU COST SUMMARY	COST PER DAY
Breakfast	
Cost Per Day	

ANNEXURE J

SCOPE OF SERVICES REQUIRED FROM PRIVATE FOOD SERVICE COMPANY'S STAFF

- (a) Render service in accordance with the tender specifications.
- (b) Ensure that individuals' right to cultural and religious practice is considered when drafting or adjusting the menu. This should be done in collaboration with the Foodservice Manager.
- (c) Ensure that the provisioning services comply with relevant food supply legislation.
- (d) Draft and implement operational procedures to ensure food hygiene.
- (e) Implement and operate a system of assured safe provisioning in accordance with Hazard Analysis Critical Control Points (HACCP).
- (f) Issue stock as required by the Institution
- (g) Timeously draft, analyse and submit all menus and recipes in accordance with the agreed schedules.
- (h) Ensure that food stock is stored in appropriate conditions and temperature.
- (i) Ensure that food ingredients are purchased and ordered in time from suppliers. Purchased items must be issued to the designated staff according to tender specifications.
- (j) Implement procedures to examine and monitor expiry dates, damaged and pest infestation on all goods received and or stored.
- (K) The Private Food service company Dietician (Area Manger) together with the department Dietician should review the menu at the first month of the contract and during revision of the cycle menu's according to the client profile (this will consider culturally acceptable issues, Religion, etc.). Where there are gaps in implementing of menu's ,Private Food service company Dietician together with the department Dietician should facilitate the intervention/ actions.
- (l) Private food service company Dietician (Area manager) should analyse menus and recipes With Involvement of department Dietician.
- (m) The company needs to effectively train all the company staff on both normal & special diets And the recommendations for issuing according to the contract.