



YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF WESTERN CAPE GOVERNMENT HEALTH

BID NUMBER: **WCGHSC0012/2024**

CLOSING DATE: **FRIDAY, 18 OCTOBER 2024**

CLOSING TIME: **11:00**

FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

Please submit your bid on the official, **not re-typed** forms. Only original, signed documents will be considered. Failure to complete and sign bidding documents, certificates, questionnaires and specification forms may invalidate the bid. **The date stamp on each page is for official use and not for completion by bidders.**

Each bid must be deposited in a **sealed envelope** with the **name and address of the bidder, the bid number and closing date**. These conditions also apply to a **bid sent by courier** that is delivered in a courier pouch and is either signed off by the responsible official, or deposited in the bid box by the courier's representative. The envelope shall not contain documents related to any bid other than that indicated on the envelope.

Bid documents must be deposited in the **bid box marked DEPARTMENT OF HEALTH** in the foyer of the Western Cape Government Building **next to the Cape High Court** at the junction of Dorp and Keerom Street, Cape Town. The bid box is generally open **24 hours a day, 7 days a week**. If you are uncertain about the location of the bid box, please call the responsible official, Mr Rashaad Matthews at (021) 483 2550 for assistance during office hours.

Please ensure that bids are delivered **to the correct address before bid closing**. **Late bids** will not be accepted for consideration and, where possible, will be **returned unopened** to the bidder accompanied by an explanatory letter. **No bidders' names or prices will be read out** after closing time when the bid box is opened and bids are removed by Sourcing officials.

All bidders must be registered on the Central Supplier Database (CSD) at the time of bid closing. **Bidders already registered on the CSD must have confirmation of their registration AND ensure that their status is up to date** prior to bidding by contacting www.csd.gov.za.

Unregistered bidders or bidders with suspended registration will be deemed non-compliant and their bids will not be considered. Any prospective unregistered bidder must register as a supplier on the CSD prior to bidding. Central Supplier Database self-registration only: www.csd.gov.za Contact email: SCM.eProcurementDOH@westerncape.gov.za

Where a bidder's tax compliance status cannot be verified or if a bidder's tax status is non-compliant on the CSD, the bidder will be afforded 7 working days to confirm tax compliance for the bid to be considered.

The B-BBEE status **on form WCBD 6.1 in your bid document** will be used to evaluate the bid, **not your B-BBEE status on the SEB or CSD**. Please complete your claims for **both the 80/20 and 90/10 preference points systems** in the WCBD6.1, as well as the attached **form WCBD4**. All other mandatory documents held on the CSD will be accepted by the Department of Health (WCGHW) for consideration of formal bids.

This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.

The contractor (successful bidder) will be required to complete and sign a written contract form (WCBD7.1).

Please refer all technical/specification enquiries to **Mr Faizel Champion** at telephone no. (044) 813 2922 or email faizel.champion@westerncape.gov.za.

C Munnik

for HEAD OF DEPARTMENT

DATE: 18/09/2024

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

SECTION	BID INDEX	PAGE
	Definitions	4 - 6
WCBD 1	Part A – Invitation To Bid	7
WCBD 1	Part B – Terms and Conditions For Bidding	8
WCBD 3.1	Pricing Schedules	9 - 25
WCBD 4	Declaration Of Interests	26 - 33
WCBD 6.1	Preference Points Claim Form	34 - 39
	Sworn Affidavit – B-BBEE/Qualifying Small Enterprises	40
Section 1	INTRODUCTION	41 - 42
Paragraph 1.1	Scope And Overview	41
Paragraph 1.2	Validity period	41
Paragraph 1.3	Contract period	41
Paragraph 1.4	General	41
Paragraph 1.5	Compulsory Site Meeting	41 - 42
	1) 2) SIGNED SIGNED	
Section 2	SERVICE SPECIFICATION	43 - 53
Paragraph 2.1	Catering - Overview	43
Paragraph 2.2	Additional Food Services	44
Paragraph 2.3	Premises And Food Service Equipment	44 - 46
Paragraph 2.4	Use And Control Of Food Service Facilities	46 - 47
Paragraph 2.5	Transport	47 - 48
Paragraph 2.6	Waste Disposal	48
Paragraph 2.7	Staff Management And Training	48 - 50
Paragraph 2.8	Purchase And Supply Of Food	50
Paragraph 2.9	Meal Service, Menus & Recipes	50 - 51
Paragraph 2.10	Hygiene And Cleanliness Of Staff, Premises And Food	51 - 53
Section 3	CATERING AND FOOD SPECIFICATION	54 – 83
Paragraph 3.1	Menu And Service Requirements	54
	Tables (Menus)	55
Table 1a	3-Week Cycle Menu	56 - 58
Table 1b	Provincial Summer Menu	59 - 60
Table 1c (i)	Therapeutic Meal Guidelines High Protein Diet	61
Table 1c (ii)	Therapeutic Meal Guidelines Light Diet	62
Table 1c (iii)	Therapeutic Meal Guidelines Diabetic Diet	63 - 64
	Glycemic Index For Diabetic Diet	65
Table 1c (iv)	Therapeutic Meal Guidelines Full Liquid Diet	66
Table 1c (v)	Therapeutic Meal Guidelines Clear Fluid Diet	67
Table 1c (vi)	Therapeutic Meal Guidelines Soft Diet	68
Table 1c (vii)	Therapeutic Meal Guidelines Renal/Protein-Restricted Diet	69
Table 1c (viii)	Therapeutic Meal Guidelines Low Fat Diet	70
Table 1c (ix)	Therapeutic Meal Guidelines Puree Diet	71
Table 2	Portion Specifications	72 - 74
Table 3	Portion Sizes	75 - 76
Table 4	Recommended Dietary Allowance (RDA) Or Dietary Reference Intake (DRI)	77
Table 5	Meal Service Times	77
Table 6	Beverage Service Times	78 - 82
Table 7	Quality Standards for Selected Foods	83

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

SECTION	BID INDEX	PAGE
Section 4	EVALUATION CRITERIA	84 - 90
Paragraph 4.1	General	84
Paragraph 4.2	Applicable Documents	84 - 87
Paragraph 4.3	Pricing	87 - 88
Paragraph 4.4	Financial And Infrastructure Capacity Of Bidder	88 - 90
Paragraph 4.5	Bid Evaluation	90
Section 5	SPECIAL CONDITIONS	91 - 1021
Paragraph 5.1	Guarantee And Surety	91
Paragraph 5.2	Liaison	91 - 92
Paragraph 5.3	Accounting	92
Paragraph 5.4	Public Liability and Insurance Indemnity	93
Paragraph 5.5	Security	94
Paragraph 5.6	Fire And Safety Precautions	94 - 95
Paragraph 5.7	Industrial Action, Unrest And Force Majeure	95
Paragraph 5.8	Disturbances	95
Paragraph 5.9	Restrictions	95
Paragraph 5.10	Promotional And Advertising Material	96
Paragraph 5.11	Transfer And Cession	96
Paragraph 5.12	Penalties	96
Paragraph 5.13	Breach And Termination	97 - 98
Paragraph 5.14	Termination Of Appointment	98
Paragraph 5.15	Independent Contractor	99
Paragraph 5.16	Contract After Award	99
Paragraph 5.17	Waiver	99
Paragraph 5.18	Severability	99
Paragraph 5.19	Confidentiality	99 - 100
Paragraph 5.20	Dispute Resolution	100 - 101
Paragraph 5.21	Communication	101
GCC	General Conditions Of Contract	102 - 114
Annexure A	Bidder's Profile	115
Annexure B	Inventory Schedule	116
Annexure C	Accounting Schedules	117
Annexure C1	Example Of Daily Provisions Issued Statement	118
Annexure C2	Copy Of Broadsheet	119
Annexure C3	Example Of Monthly Invoice	120
Annexure D	Contract Staff Organogram	121

NOTE: Please index the required annexures in the order as above and add them after the last documents in your bid offer with page separators in-between.

Please insert any other compulsory forms (Tax clearance certificates, BBBEE certificates, etc.) where they are specified or requested in the bid document.

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING	
BID OPENED @ 11:00 18 OCT 2024	
1)	2)
SIGNED	SIGNED

DEFINITIONS

For the purpose of the description, financial implications, bid conditions, conditions of bid and contract, bid specifications and annexures, the definition of words below will apply.

Authority	Representatives from the end-user institutions authorized to instruct the contractor (successful bidder) about specified and agreed contract requirements. Authorized persons for the purpose of this bid may include the head of clinical services, doctors, the food services manager and dietitian and their delegated officials.
Bid	A written offer, in prescribed format, from a prospective contractor (successful bidder), to provide services to an end-end-user.
Bidder	An organization/individual who completes and submits a bid subject to all the terms and conditions embodied in the bid.
Catering facilities	Premises made available by the client in which the contractor (successful bidder) shall perform the catering service according to the provisions of this agreement.
Catering manager	The member of the contractor (successful bidder)'s management designated to liaise with the designated manager on all catering and related services.
Catering staff	Staff involved in food preparation, provided by the contractor (successful bidder) for the duration of this agreement as explained further on in this document.
Conditions	All conditions and procedures specified which may affect the legal aspects of the bid or contract.
Contract	A legal, binding document and agreement resulting from the acceptance of a bid, including the full attached documentation, as well as the conditions contained in the General Conditions of Contract (GCC), which form the basis of the agreement resulting from the acceptance of a bid.
Contractor	The successful bidder by whom the services specified will be provided subject to all the terms and conditions embodied in the contract.
Contract manager	Also called 'coordinator or 'representative; the member of the contractor (successful bidder)'s management team designated to liaise with WCGHW about contract and contract- related services, AND The appointed manager from WCGHW (Harry Comay Hospital) assigned to review Contract effectiveness, compliance and monitoring the services.
End-user	The institution that requires provision of a specialized outsourced service to fulfil a need for which it does not have the in-house capacity, and who retains the services of a contractor (successful bidder) to carry out such service in accordance with an agreed contract.
Equipment	All furniture, fixtures, fittings, appliances or any other item of equipment which the contractor (successful bidder) might reasonably require in the performance of its duties.
Facility	The end-user's premises/site where the contractor (successful bidder) shall perform the duties under the provisions of this bid.
Food guidelines	A guideline of food types, quantities and quality to be supplied by the contractor (successful bidder) for bid and evaluation purposes only, upon which bid prices must be based and which is to be paid by the individual client.
Food invoice/invoice	The draft invoice format which forms the basis of all accounting for moneys payable by WCGHW for catering services provided to patients by the contractor (successful bidder).

**WESTERN CAPE GOVERNMENT
HEALTH & WELLNESS**
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1)..... 2)
SIGNED SIGNED

DEFINITIONS (continued)

For the purpose of the description, financial implications, bid conditions, conditions of bid and contract, bid specifications and annexures, the definition of words below will apply.

Food service staff	Staff serving food prepared by the contractor (successful bidder) for the duration of this agreement as explained further on in this document.
Food specification	The schedule of food types, quantities and quality per meal and menu cycle, to which the contractor (successful bidder) must adhere in all respects, and for which WCGHW must pay.
General Conditions of Contract	An explanatory annexure which forms part of the bid specification, detailing the general rights and obligations of entities conducting business with government,.
Hospital	Harry Comay Hospital, also abbreviated as 'HCH' , represented by its management.
Institutions	Hospitals and associated health and training facilities under the control of WCGHW including Harry Comay Hospital, who are participants in a bid and on whose behalf certain services are arranged.
Interpretation	Words referring to the singular also include the plural and vice versa, where required by the context. Any gender includes the other. Reference to a person includes all entities, e.g. corporations, associations, partnerships, close corporations, government or local authorities and other legal and natural persons.
Kitchen	Main kitchen/food service unit and ward kitchens
Management staff	Any management staff provided by the contractor (successful bidder) for the duration of this agreement.
Mandatory	A term which denotes an obligation (also shall/should and must) or legal requirement.
May (aux verb)	An expression of discretion (option) or contingency, especially in clauses indicating condition, concession, purpose, result, etc.
Ration scale	A list of unprocessed and processed foods and drinks expressed in quantities/portion sizes needed per person per day or week to meet the Recommended Daily Allowances (RDA) for energy and all other nutritional requirements of a specific group of clients.
Service	The outsourced provision of a patient catering service at Harry Comay Hospital in accordance with the specified duties, responsibilities and conditions detailed in this document.
Contractor (successful bidder)'s staff	Staff responsible for performing the specified duties according to the scope of services required for the contract.
Specification	A document detailing proposed services for the contract.
State, Government, Department	The Republic of South Africa and/or Government Department/Western Cape Government Health and Wellness, according to the context of the sentence in which it appears.
Status quo	The condition or state of affairs of the bidder and bidding organisation as at the date of bid.
Successful bidder	The contractor by whom the specified service will be provided subject to all the terms and conditions embodied in the bid.

**WESTERN CAPE GOVERNMENT
HEALTH & WELLNESS**
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1)..... 2)
SIGNED SIGNED

DEFINITIONS (continued)

For the purpose of the description, financial implications, bid conditions, conditions of bid and contract, bid specifications and annexures, the definition of words below will apply.

Validity date	Period when a bid is valid, during which it is expected to be evaluated, recommended and concluded. This bid shall be valid for 90 days from the closing date. Validity dates can be extended in agreement with bidders if bids are not concluded within 90 days.
Western Cape Government Health and Wellness	Abbreviated as 'WCGHW', previously known as the Department of Health and Wellness, Western Cape Government, this is the provincial government body who invited the bid, under whose control Harry Comay Hospital resides.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PART A INVITATION TO BID

ZERO-TOLERANCE TO FRAUD, THEFT AND CORRUPTION (ANTI-FRAUD, THEFT AND CORRUPTION)

The WCG is committed to govern ethically and to comply fully with anti-fraud, theft and corruption laws and to continuously conduct itself with integrity and with proper regard for ethical practices.

The WCG has a zero-tolerance approach to acts of fraud, theft and corruption by its officials and any contractor (successful bidder) conducting business with the WCG.

The WCG expects all its officials and anyone acting on its behalf to comply with these principles to act in the best interest of the WCG and the public at all times.

The WCG is committed to protecting public revenue, expenditure, assets and reputation from any attempt by any person to gain financial or other benefit in an unlawful, dishonest or unethical manner.

Incidents and suspicious activities will be thoroughly investigated and where criminal activity is confirmed, responsible parties will be prosecuted to the full extent of the law.

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF HEALTH					
Bid no	WCGHSC0012/2024	Closing date:	Fri, 18 OCT 2024	Closing time	11:00
Description	Provision of a comprehensive catering service at Harry Comay Hospital for a 3-yr period				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT					
The foyer of the main entrance, Western Cape Government Building (next to Cape High Court)					
Junction of Dorp and Keerom Streets, Cape Town 8001					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
Contact person	Mr Rashaad Matthews		Contact person	Faizel Champion	
Telephone no	(021) 483 2550		Telephone no	(044) 813 2922	
E-mail address	Rashaad.Matthews@westerncape.gov.za		E-mail address	Faizel.champion@westerncape.gov.za	
SUPPLIER INFORMATION					
Name of bidder					
Postal address					
Street address					
Telephone no	Code		Number		
Cellphone no					
Facsimile no	Code		Number		
E-mail address					
Vat registration no					
Supplier compliance status	CSD registration no.				
	MAAA				
B-BBEE status level verification certificate	[Tick applicable box] ☐ Yes ☐ No		B-BBEE status level sworn affidavit	[Tick applicable box] ☐ Yes ☐ No	
If yes, was certificate issued by verification agency accredited by SANAS (SA National Accreditation System)			[Tick applicable box] ☐ Yes ☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs& QSEs) MUST BE SUBMITTED WITH A COMPLETED 6.1 TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
Are you the accredited representative in South Africa for the goods/services/works offered?	☐ Yes ☐ No [if yes enclose proof]		Are you a foreign based supplier for the goods/services/works offered?	☐ Yes ☐ No [If yes, answer part B3]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
Is the entity a resident of the Republic of South Africa (RSA)?				☐ Yes	☐ No
Does the entity have a branch in the RSA?				☐ Yes	☐ No
Does the entity have a permanent establishment in the RSA?				☐ Yes	☐ No
Does the entity have any source of income in the RSA?				☐ Yes	☐ No
Is the entity liable in the RSA for any form of taxation?				☐ Yes	☐ No
IF THE ANSWER TO ALL OF THE ABOVE IS "NO", IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS). IF NOT, REGISTER AS PER 2.2 BELOW.					

PART B
TERMS AND CONDITIONS FOR BIDDING

1.	BID SUBMISSION REQUIREMENTS
1.1	Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.
1.2	All bids must be submitted on the official (not re-typed) forms provided, or in the manner prescribed in the bid document.
1.3	The bid specifications document must be filled out completely and in legible/readable handwriting. a. all blue-highlighted sections are MANDATORY and must be COMPLETED IN FULL .
1.4	All supporting documents (excluding online print-outs) shall be regarded as copies and must be certified by a Commissioner of Oath – mandatory.
1.5	Bidders must ensure that the offers/prices (as specified on the pricing schedule for the duration of the contract period) are completely accurate and fixed. Pricing must be converted to the nearest Rand. After the closing date, no amendments will be permitted.
1.6	This bid is subject to the preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2017, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.
1.7	The contractor (successful bidder) will be required to fill in and sign a written contract form (WCBD7).
1.8	By submitting an offer, the bidder acknowledges acceptance of the terms and conditions of this bid.
2.	TAX COMPLIANCE REQUIREMENTS
2.1	Bidders must ensure compliance with their tax obligations.
2.2	Bidders are required to submit their unique Personal Identification Number (PIN) issued by SARS to enable the organ of state to view the taxpayer's profile and tax status. a. application for Tax Compliance Status (TCS) or PIN may be made via e-Filing through the SARS website, www.sars.gov.za
2.3	Bidders may also submit a printed TCS certificate with a result summary page (downloaded from e-filing) together with the bid.
2.4	In bids where consortia/joint ventures/sub-contractors are involved, each party must submit a separate TCS certificate and CSD number as mentioned in 2.2 above.
2.5	For the purpose of this bid, bidders, who are not yet registered for VAT, are required to submit an offer that takes into account the possibility that they need to register for VAT due to the value of the total offer and/or any price adjustments that may follow during the contract period.
2.6	No bids will be considered from persons in the service of the state, companies with directors who are persons in the service of the state, or close corporations with members persons in the service of the state.
NB:	FAILURE TO PROVIDE/COMPLY WITH ANY OF THE ABOVE REQUIREMENTS MAY RENDER THE BID INVALID.
SIGNATURE OF BIDDER/ DULY AUTHORISED REPRESENTATIVE:	
CAPACITY IN WHICH THIS BID IS SIGNED:	
(Please submit proof of authority, e.g. company resolution, that bid signatory has been mandated to sign the bid in his/her capacity as the authorized representative of the organization.)	
DATE:	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1)
SIGNED

2)
SIGNED

PRICING SCHEDULE

THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER: BID NO: WCGHSC0012/2024

CLOSING TIME: 1 OCTOBER 2024 at 11:00a.m OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID

NOTICE

1. **VALUE ADDED TAX (VAT):**

- 1.1 15% VAT is only charged on **taxable supplies made** (any supply of goods or services made by a **taxable person and does not include exempt supplies**).
- 1.2 It is **compulsory** for a business entity to register for VAT under the following circumstances:
- a. where the **value of taxable supplies made** in any **consecutive 12-month period exceeded or is likely to exceed R1 million**; or
 - b. where in **terms of a written contractual obligation**, the **value of taxable supplies to be made** in a **12-month period will exceed R1 million**.
- 1.3 Due to the compulsory VAT registration requirements, ALL offers may be subject to VAT.
- a. For the purpose of this bid, bidders, **who are not yet registered for VAT**, are required to submit an offer that takes into account the possibility that they need to register for VAT due to the value of the total offer and/or any price adjustments that may follow during the contract period.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

DEFINITION OF PRICING STRUCTURES

For the purpose of this bid the following explanations are provided:

1. Firm prices

- 1.1. Firm prices mean **prices which are only subject to adjustments in accordance with the actual increase or decrease** resulting from the changes, imposition or abolition of customs or excise duty and any other duty, levy, or tax which is binding upon the contractor in terms of a law or regulation and has a demonstrable influence on the prices of any supplies, for the execution of the contract.

The following two pricing structures will also be considered as firm prices – **please note that a combination of these two pricing structures will not be allowed:**

- 1.2. Firm prices linked to fixed period adjustments, i.e. three tier prices (firm 1st, 2nd and 3rd year prices), only subject to the variables indicated in the above paragraph.
- 1.3. Firm prices subject to rate of exchange variations. (It is compulsory that the table below be completed for prices subject to rate of exchange variations).

Note: All claims for rate of exchange must be made within **60 days of delivery** in order for bidders to qualify for price adjustments.

Any advantage due to a more profitable exchange rate must be passed on to the Western Cape Government.

Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

2. Non-firm prices

Non-firm prices are prices **linked to proven adjustments**.

- 2.1. It is compulsory that the variable factors and their weights be indicated where prices are linked to proven adjustments.

The table below serves only as a guide and bidders must include all other information deemed necessary.

ITEM NO	PRICE	OVERHEADS AND PROFIT	VARIABLE FACTOR (Provide factor e.g. manufacturer increase)	WEIGHT OF VARIABLE FACTOR/S

- 2.2. In cases where prices are subject to the escalation formula, the following table must be completed.

In this category price escalations will only be considered in terms of the following:

$$Pa = (1-V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + \dots Dn \frac{Rnt}{Rno} \right) + VPt$$

Where:

Pa	=	The new escalated price to be calculated.
(1-V) Pt	=	85% of the original bid price. Note that Pt must always be the original bid price and not an escalated price.
D1, D2	=	Each factor of the bid price e.g., labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%.
R1t, R2t	=	Index figure obtained from new index (depends on the number of factors used).
R1o, R2o	=	Index figure at time of bidding.
VPt	=	15% of the original bid price. This portion of the bid price remains firm i.e., it is not subject to any price escalations.

3. The following index/indices was/were used to calculate the bid price:

- 3.1. Indexdated Indexdated Indexdated
 Indexdated Indexdated Indexdated

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

3.2. Please furnish a breakdown of your price in terms of above-mentioned formula. The total of the various factors must add up to 100%.

FACTOR (D1, D2 etc. e.g. Labour, transport etc.)	PERCENTAGE OF BID PRICE

PLEASE NOTE: Proven cost adjustments and formula-based adjustments cannot both be considered at the same time.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 1 - MENU A: NORMAL or FULL DIET for adult patients. See Provincial summer menu for full/normal diet, on page 59 - 60 for guidelines (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU A: NORMAL or FULL DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
1.1	21,900	EARLY MORNING SNACK			
		Rusk/Brown bread (2 slices) with margarine and spread/filling	R.....	R.....	R.....
		Tea/Coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
1.2	21,900	BREAKFAST			
		Fruit (Sundays only)	R.....	R.....	R.....
		Cooked porridge/cereal with full cream/low fat milk and sugar	R.....	R.....	R.....
		Protein 30g	R.....	R.....	R.....
		Brown bread (2 slices) with margarine and jam	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
1.3	21,900	MID-MORNING SNACK			
		Fruit in season	R.....	R.....	R.....
		Tea/coffee with milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
1.4	21,900	LUNCH			
		Protein main dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 Vegetables OR 1 vegetable, 1 salad	R.....	R.....	R.....
		Dessert, (Sundays and Wednesdays only)	R.....	R.....	R.....
		Fruit juice	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
1.5	21,900	MID-AFTERNOON SNACK			
		Fruit in season OR 100% fruit juice	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
1.6	21,900	SUPPER			
		Soup (optional, winter only)	R.....	R.....	R.....
		Protein main dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		1 Vegetables OR 1 Salad	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and spread,	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
1.7	21,900	LATE NIGHT SNACK			
		Brown bread (1 slice) with margarine and spread	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 1.1 to 1.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 7,300	x 7,300	x 7,300
TOTAL COST FOR ITEM 1 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus A, item 1 for 3 years must be provided under item 12.1.
(This bid will be recommended based on the **total cost of service** under item 12.5.)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 2 - MENU B: HIGH PROTEIN/HIGH ENERGY DIET for adult patients. See Therapeutic Meal Guidelines, Table 1c(i) on page 61 (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU B: HIGH PROTEIN/HIGH ENERGY DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
2.1	54,750	EARLY MORNING SNACK Rusk OR Brown bread (1 slice) with margarine and protein-based spread/filling Tea/coffee with full cream milk and sugar SUB-TOTAL	R..... R..... R.....	R..... R..... R.....	R..... R..... R.....
2.2	54,750	BREAKFAST Fresh fruit OR fruit juice Cooked porridge/cereal with milk and sugar Protein 30g Brown bread (2 slices) with margarine and jam Tea/coffee with full cream milk and sugar SUB-TOTAL	R..... R..... R..... R..... R.....	R..... R..... R..... R..... R.....	R..... R..... R..... R..... R.....
2.3	54,750	MID-MORNING SNACK Fruit in season OR 100% fruit juice Tea/coffee with full cream milk and sugar SUB-TOTAL	R..... R..... R.....	R..... R..... R.....	R..... R..... R.....
2.4	54,750	LUNCH Protein main dish Starch 2 Vegetables OR 1 vegetable, 1 salad Dessert, (Sundays & Wednesdays only) Fruit juice SUB-TOTAL	R..... R..... R..... R..... R.....	R..... R..... R..... R..... R.....	R..... R..... R..... R..... R.....
2.5	54,750	MID-AFTERNOON SNACK Fruit in season OR 100% fruit juice Tea/coffee with full cream milk and sugar SUB-TOTAL	R..... R..... R.....	R..... R..... R.....	R..... R..... R.....
2.6	54,750	SUPPER Soup (optional, winter only) Protein main dish Starch 1 Vegetable OR 1 salad Brown bread (1 slice) with margarine and protein-based spread/ filling Tea/coffee with full cream milk and sugar SUB-TOTAL	R..... R..... R..... R..... R..... R.....	R..... R..... R..... R..... R..... R.....	R..... R..... R..... R..... R..... R.....
2.7	54,750	LATE NIGHT SNACK Brown bread (1 slice) with margarine and protein-based spread/ filling Tea/coffee with full cream milk and sugar SUB-TOTAL	R..... R..... R.....	R..... R..... R.....	R..... R..... R.....
Food cost per patient per day for items 2.1 to 2.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 18,250	x 18,250	x 18,250
TOTAL COST FOR ITEM 2 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus B, **item 2 for 3 years** must be provided under **item 12.1.**
(This bid will be recommended based on the **total cost of service** under **item 12.5.**)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 3 - MENU C: LIGHT DIET for adult patients. See Therapeutic Meal Guidelines, Table 1c (ii) on page 62 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU C: LIGHT DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
3.1	1,095	EARLY MORNING SNACK			
		Rusk OR Brown bread (1 slice) with margarine and spread/filling	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
3.2	1,095	BREAKFAST			
		Fresh fruit/stewed fruit OR fruit juice	R.....	R.....	R.....
		Cooked porridge with full cream/low fat milk and sugar	R.....	R.....	R.....
		Protein main dish	R.....	R.....	R.....
		Brown bread (2 slices) with margarine and smooth jam	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
3.3	1,095	MID-MORNING SNACK			
		Fruit Juice (175ml)	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
3.4	1,095	LUNCH			
		Soup (optional, winter only)	R.....	R.....	R.....
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 Vegetables, (1 green, 1 yellow)	R.....	R.....	R.....
		Dessert, (Sundays and Wednesdays only)	R.....	R.....	R.....
		Fruit Juice (175ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
3.5	1,095	MID-AFTERNOON SNACK			
		Fruit Juice (375ml)	R.....	R.....	R.....
		Tea/coffee with milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
3.6	1,095	SUPPER			
		Soup (optional, winter only)	R.....	R.....	R.....
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		Cooked vegetables	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and smooth jam	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
3.7	1,095	LATE NIGHT SNACK			
		Rusk OR biscuit	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 3.1 to 3.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 3 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus C, item 3 for 3 years must be provided under item 12.1.
 (This bid will be recommended based on the **total cost of service** under **item 12.5.**)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
 SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 4 - MENU D1: 7 600 KILOJOULES DIET for adult diabetics . See Therapeutic Meal Guidelines, Table 1 c (iii) on page 63 and 64 and Glycaemic Index on page 65 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU D1: 7 600 KILOJOULES DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
4.1	1,095	EARLY MORNING SNACK			
		Brown bread (1 slice) with margarine and Marmite	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
4.2	1,095	BREAKFAST			
		Fresh fruit	R.....	R.....	R.....
		Cooked porridge/cereal	R.....	R.....	R.....
		Protein dish	R.....	R.....	R.....
		Side dish	R.....	R.....	R.....
		Brown bread (1 slice) with margarine	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
4.3	1,095	MID-MORNING SNACK			
		Brown bread, (1 slice) OR Pro Vita, (3 biscuits) with margarine and cheese	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
4.4	1,095	LUNCH			
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 Vegetables OR 1 vegetable, 1 salad	R.....	R.....	R.....
		Fruit	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
4.5	1,095	MID-AFTERNOON SNACK			
		Brown bread, (1 slice) OR Pro Vita, (3 biscuits) with margarine and cheese	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
4.6	1,095	SUPPER			
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		Vegetables	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and spread	R.....	R.....	R.....
		Fruit	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
SUB-TOTAL	R.....	R.....	R.....		
4.7	1,095	LATE NIGHT SNACK			
		Brown bread, (1 slice) OR Pro Vita, (3 biscuits) with margarine and cheese	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 4.1 to 4.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT .			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 4 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus D, **item 4** for **3 years** must be provided under **item 12.1**.
 (This bid will be recommended based on the **total cost of service** under **item 12.5**.)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
 SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 5 - MENU D2: 8 400 KILOJOULES DIET for adult diabetics. See Therapeutic Meal Guidelines, Table 1 c (iii) on page 63 and 64 and Glycaemic Index on page 65 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU D2: 8 400 KILOJOULES DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
5.1	1,095	EARLY MORNING SNACK			
		Brown bread (1 slice) with margarine and Marmite	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
5.2	1,095	BREAKFAST			
		Fresh fruit	R.....	R.....	R.....
		Cooked porridge/cereal	R.....	R.....	R.....
		Protein dish	R.....	R.....	R.....
		Side dish	R.....	R.....	R.....
		Brown bread (1 slice) with margarine	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
5.3	1,095	MID-MORNING SNACK			
		Brown bread, (1 slice) OR Pro Vita, (3 biscuits) with margarine and cheese	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
5.4	1,095	LUNCH			
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 Vegetables OR 1 vegetable, 1 salad	R.....	R.....	R.....
		Fruit	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
5.5	1,095	MID-AFTERNOON SNACK			
		Brown bread, (1 slice) OR Pro Vita, (3 biscuits) with margarine and cheese	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
5.6	1,095	SUPPER			
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		Vegetables	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and spread	R.....	R.....	R.....
		Fruit	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
5.7	1,095	LATE NIGHT SNACK			
		Brown bread, (1 slice) OR Pro Vita, (3 biscuits) with margarine and cheese	R.....	R.....	R.....
		Tea/coffee with low fat milk and sweetener	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 5.1 to 5.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 5 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus D, item 5 for 3 years must be provided under item 12.1.
 (This bid will be recommended based on the **total cost of service** under **item 12.5**.)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
 SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER: BID NUMBER WCGHSC0012/2024
 CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024 OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID

ITEM 6 - MENU E: FULL FLUID DIET.

Comprising, **four fluids of 200 ml** at mealtimes, excluding **yoghurt, (80 ml)** and **ice cream at (80-100 ml)**.

A variation or preferably a choice for patients is essential. See **Therapeutic Meal Guidelines, Table 1c (iv)** on **page 66** for foods to allow & foods to avoid. (in accordance with the meal plan).

ITEM	Est. Meal Qty	MENU E: FULL FLUID DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
6.1	1,095	EARLY MORNING SNACK			
		Smooth yoghurt drink (80ml)	R.....	R.....	R.....
		Apple juice (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
6.2	1,095	BREAKFAST			
		Fruit Juice (2 x 200ml)	R.....	R.....	R.....
		Porridge (200ml), liquidized and strained, with milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
6.3	1,095	MID-MORNING SNACK			
		Fruit puree (80ml)	R.....	R.....	R.....
		Nutritional supplement (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
6.4	1,095	LUNCH			
		Homemade soup, strained (200ml)	R.....	R.....	R.....
		Nutritious supplement (200ml)	R.....	R.....	R.....
		Jelly and custard (200ml)	R.....	R.....	R.....
		Milkshake (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
6.5	1,095	MID-AFTERNOON SNACK			
		Smooth yoghurt drink (80ml)	R.....	R.....	R.....
		Apple juice (200m)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
6.6	1,095	SUPPER			
		Homemade soup, strained (200ml)	R.....	R.....	R.....
		Smooth yoghurt OR milk drink, e.g., Milo (200ml)	R.....	R.....	R.....
		Jelly and custard (200ml)	R.....	R.....	R.....
		Tea/coffee with full-cream milk	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
6.7	1,095	LATE NIGHT SNACK			
		Nutritional supplement (200ml)	R.....	R.....	R.....
		Custard (200 ml)	R.....	R.....	R.....
		Milkshake OR milk drink, e.g., Milo, (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 6.1 to 6.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 6 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus E, item 6 for 3 years must be provided under item 12.1.

(This bid will be recommended based on the **total cost of service** under **item 12.5.**)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER: BID NUMBER **WCGHSC0012/2024**
 CLOSING TIME : **11:00 ON FRIDAY, 18 OCTOBER 2024** OFFERS SHALL BE VALID FOR **90 DAYS** FROM CLOSING DATE OF BID

ITEM 7 - MENU F: CLEAR FLUID DIET.

Comprising **four fluids of 200 ml**, of which one may be jelly, at mealtimes.

Only foods that are **clear and fluid at body temperature**, are included in this diet. A variation or preferably a choice for patient are essential.

See **Therapeutic Meal Guidelines, Table 1 (v)** on **page 67** for foods to allow & foods to avoid. (in accordance with the meal plan).

ITEM	Est. Meal Qty	MENU F: CLEAR FLUID DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
7.1	1,095	EARLY MORNING SNACK			
		Cordial drink, e.g., Oros OR clear fruit juice, e.g., apple, grape	R.....	R.....	R.....
		Black weakly-brewed Rooibos tea with sugar (250ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
7.2	1,095	BREAKFAST			
		Clear apple juice (200ml)	R.....	R.....	R.....
		Clear grape juice (200ml)	R.....	R.....	R.....
		Marmite/Bovril drink OR Oxo broth (200ml)	R.....	R.....	R.....
		Jelly (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
7.3	1,095	MID-MORNING SNACK			
		Cordial drink, e.g., Oros OR clear fruit juice, e.g., apple, grape	R.....	R.....	R.....
		Black weakly-brewed Rooibos tea with sugar (250ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
7.4	1,095	LUNCH			
		Clear apple juice (200ml)	R.....	R.....	R.....
		Clear grape juice (200ml)	R.....	R.....	R.....
		Marmite/Bovril drink OR Oxo broth (200ml)	R.....	R.....	R.....
		Black weakly-brewed Rooibos tea with sugar (250ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
7.5	1,095	MID-AFTERNOON SNACK			
		Cordial drink, e.g., Oros OR clear fruit juice, e.g., apple, grape	R.....	R.....	R.....
		Black weakly-brewed Rooibos tea with sugar (250ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
7.6	1,095	SUPPER			
		Clear apple juice (200ml)	R.....	R.....	R.....
		Clear grape juice (200ml)	R.....	R.....	R.....
		Marmite/Bovril drink OR Oxo broth (200ml)	R.....	R.....	R.....
		Jelly (200 ml)	R.....	R.....	R.....
		Black weakly-brewed Rooibos tea with sugar (250ml)	R.....	R.....	R.....
SUB-TOTAL	R.....	R.....	R.....		
7.7	1,095	LATE NIGHT SNACK			
		Cordial drink, e.g., Oros OR clear fruit juice, e.g., apple, grape	R.....	R.....	R.....
		Black weakly-brewed Rooibos tea with sugar (250ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 7.1 to 7.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 7 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menus, item 7 for 3 years must be provided under item 12.1.

(This bid will be recommended based on the **total cost of service** under **item 12.5.**)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
 SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 8 - MENU G: SOFT DIET for persons unable to chew hard food , or who have trouble eating or swallowing , due to dental, mouth or throat conditions. See Therapeutic Meal Guidelines, Table 1 c (vi) on page 68 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU G: SOFT DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
8.1	1,095	EARLY MORNING SNACK			
		Rusk OR Brown bread (1 slice) with margarine and jam/spread/filling	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		Rusk OR Brown bread (1 slice) with margarine and jam/paste/filling	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
8.2	1,095	BREAKFAST			
		Fresh soft fruit OR fruit juice	R.....	R.....	R.....
		Cooked porridge OR cereal with milk and sugar	R.....	R.....	R.....
		Protein dish 30g	R.....	R.....	R.....
		Brown bread (2 slices) with margarine and jam	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
8.3	1,095	MID-MORNING SNACK			
		Fresh, soft fruit in saeson	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar OR cooldrink	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
8.4	1,095	LUNCH			
		Soup (optional, winter only)	R.....	R.....	R.....
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 Vegetables (1 green, 1 yellow)	R.....	R.....	R.....
		Dessert (Sundays and Wednesdays only)	R.....	R.....	R.....
		Fruit Juice	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
8.5	1,095	MID-AFTERNOON SNACK			
		Fresh, soft fruit in saeson	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar OR cooldrink	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
8.6	1,095	SUPPER			
		Soup, winter	R.....	R.....	R.....
		Protein main dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		Cooked vegetables	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and jam/spread/filling	R.....	R.....	R.....
		Tea/coffee with full cream/low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
8.7	1,095	LATE NIGHT SNACK			
		Tea/coffee with full cream/low fat milk and sugar OR milk/yoghurt/milk drink	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 8.1 to 8.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT .			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 8 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menu G, **item 8 for 3 years** must be provided under **item 12.1**.
 (This bid will be recommended based on the **total cost of service** under **item 12.5**.)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 9 - MENU H: PROTEIN-RESTRICTED DIET/RENAL DIET , comprising foods with restricted protein content for patients with renal disease, which must be <u>prescribed</u> to patients by a <u>dietician/medical practitioner</u> only. See Therapeutic Meal Guidelines, Table 1 c (vii) on page 69 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU H: PROTEIN-RESTRICTED DIET/RENAL DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
9.1	1,095	EARLY MORNING SNACK			
		Rusk OR brown bread (1 slice) with margarine and jam/spread	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
9.2	1,095	BREAKFAST			
		Fresh fruit OR fruit juice (low potassium)	R.....	R.....	R.....
		Cooked porridge OR dry breakfast cereal with milk and sugar	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and jam/spread, (excluding peanut butter)	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
9.3	1,095	MID-MORNING SNACK			
		Fruit in season	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
9.4	1,095	LUNCH			
		Soup, (optional, winter only)	R.....	R.....	R.....
		Protein main dish, (60g OR 90g of meat)	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 vegetables OR 1 vegetable/salad (low potassium)	R.....	R.....	R.....
		Dessert (optional)	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
9.5	1,095	MID-AFTERNOON SNACK			
		Fruit in season OR 100% fruit juice	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
9.6	1,095	SUPPER			
		Soup (optional, winter only)	R.....	R.....	R.....
		Protein main dish, (30g OR 60g of meat)	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		1 vegetable OR salad 1 salad (low potassium)	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and jam/spread (excluding peanut butter)	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
9.7	1,095	LATE NIGHT SNACK			
		Rusk OR brown bread OR white bread (1 slice) with margarine and ja/spread (excluding peanut butter)	R.....	R.....	R.....
		Tea/coffee with full cream milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 9.1 to 9.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT .			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 9 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menu H, **item 9 for 3 years** must be provided under **item 12.1**.

(This bid will be recommended based on the **total cost of service** under **item 12.5**.)

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 10 - MENU I: LOW FAT DIET for adult patients . Similar to high protein diet, comprising 1½ times a full diet . See Therapeutic Meal Guidelines, Table 1 c (vii) on page 70 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU I: LOW FAT DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
10.1	1,095	EARLY MORNING SNACK			
		Rusk OR Brown bread (1 slice) with margarine and low-fat spread/filling	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
10.2	1,095	BREAKFAST			
		Fresh fruit (Sundays only)	R.....	R.....	R.....
		Cooked porridge OR cereal with low fat milk and sugar	R.....	R.....	R.....
		Protein dish (2 x chicken eggs boiled/poached)	R.....	R.....	R.....
		Brown bread (2 slices) with margarine and jam	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
10.3	1,095	MID-MORNING SNACK			
		Fruit in season	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
10.4	1,095	LUNCH			
		Protein main dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		2 vegetables OR 1 vegetable, 1 salad	R.....	R.....	R.....
		Dessert, (Sundays and Wednesdays only)	R.....	R.....	R.....
		Fruit juice	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
10.5	1,095	MID-AFTERNOON SNACK			
		Fruit in season Or 100% fruit juice	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
10.6	1,095	SUPPER			
		Soup (optional, winter only)	R.....	R.....	R.....
		Protein dish	R.....	R.....	R.....
		Starch	R.....	R.....	R.....
		1 Vegetable Or 1 salad	R.....	R.....	R.....
		Brown bread (1 slice) with margarine and low-fat spread/filling	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
10.7	1,095	LATE NIGHT SNACK			
		Brown bread (1 slice) with margarine and low-fat spread/filling	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 10.1 to 10.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT .			R.....	R.....	R.....
Patient per annum			x 365	x 365	x 365
TOTAL COST FOR ITEM 10 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menu I, **item 10 for 3 years** must be provided under **item 12.1**.
(This bid will be recommended based on the **total cost of service** under **item 12.5**.)

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:		BID NUMBER WCGHSC0012/2024			
CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024		OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID			
ITEM 11 - MENU J: PUREED DIET for babies 6-12 months See Therapeutic Meal Guidelines, Table 1 c (vii) on page 71 for foods to allow & foods to avoid. (in accordance with the meal plan).					
ITEM	Est. Meal Qty	MENU J: PUREED DIET DESCRIPTION OF PRODUCT	Cost per patient per day BID PRICE IN RAND INCL VAT		
			1 st year	2 nd year	3 rd year
11.1	1,095	EARLY MORNING SNACK			
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
11.2	1,095	BREAKFAST			
		Porridge, mealie meal (250ml)	R.....	R.....	R.....
		Protein	R.....	R.....	R.....
		Fruit juice, apple (160ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
11.3	1,095	MID-MORNING SNACK			
		Oral supplement (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
11.4	1,095	LUNCH			
		Pureed meat/chicken	R.....	R.....	R.....
		Pureed potato (mashed) OR sweet potato	R.....	R.....	R.....
		Pureed vegetable (pumpkin)	R.....	R.....	R.....
		Pureed stewed apple/apple juice	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
11.5	1,095	MID-AFTERNOON SNACK			
		Oral supplement (200ml)	R.....	R.....	R.....
		Tea/coffee with low fat milk and sugar	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
11.6	1,095	SUPPER			
		Pureed meat OR pureed chicken egg	R.....	R.....	R.....
		Pureed potato (mashed) OR sweet potato	R.....	R.....	R.....
		Pureed vegetable (carrot)	R.....	R.....	R.....
		Fruit juice, grape (160ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
11.7	1,095	LATE NIGHT SNACK			
		Oral supplement (200ml)	R.....	R.....	R.....
		Custard (200ml)	R.....	R.....	R.....
		SUB-TOTAL	R.....	R.....	R.....
Food cost per patient per day for items 11.1 to 11.7, excluding overheads, staff and miscellaneous costs, all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit and delivery, but including VAT.			R.....	R.....	R.....
Patient per annum			x 3,650	x 3,650	x 3,650
TOTAL COST FOR ITEM 11 =			R.....	R.....	R.....

Note to bidders:

Food cost for Menu J, **item 11** for **3 years** must be provided under **item 12.1**.

(This bid will be recommended based on the **total cost of service** under **item 12.5**.)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER: BID NUMBER WCGHSC0012/2024
 CLOSING TIME : 11:00 ON FRIDAY, 18 OCTOBER 2024 OFFERS SHALL BE VALID FOR 90 DAYS FROM CLOSING DATE OF BID

ITEM 12: TOTAL COST OF SERVICE: Breakdown of cost contributors.

The sum of costs under items 12.1, 12.2, 12.3 and 12.4 must amount to the total cost of this service under item 12.5.

ITEM	EST. QTY 3YRS	DESCRIPTION OF PRODUCT		TOTAL COST OF SERVICE BID PRICE IN RAND INCL VAT		
12.1		FOOD COST: Indicate the food cost per menu, excluding overheads, staff and miscellaneous costs , all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies), profit, delivery, but including VAT , based on estimated patient numbers per menu for 3 years.				
	Meal totals	Patient menus:		1st year	2nd year	3rd year
12.1.1	21,900 (7 300 p.a.)	Menu A: Full adult diet	R.....	R.....	R.....	R.....
12.1.2	54, 750 (18 250 p.a.)	Menu B: High-protein diet	R.....	R.....	R.....	R.....
12.1.3	1,095 (365 p.a.)	Menu C: Light diet	R.....	R.....	R.....	R.....
12.1.4	1,095 (365 p.a.)	Menu D1: 7 600 Kilojoules diet for adult diabetics.	R.....	R.....	R.....	R.....
12.1.5	1,095 (365 p.a.)	Menu D2: 8 400 Kilojoules diet for adult diabetics.	R.....	R.....	R.....	R.....
12.1.6	1,095 (365 p.a.)	Menu E: Full fluid diet	R.....	R.....	R.....	R.....
12.1.7	1,095 (365 p.a.)	Menu F: Clear fluid diet	R.....	R.....	R.....	R.....
12.1.8	1,095 (365 p.a.)	Menu G: Soft diet	R.....	R.....	R.....	R.....
12.1.9	1,095 (365 p.a.)	Menu H: Protein-restricted/renal diet	R.....	R.....	R.....	R.....
12.1.10	1,095 (365 p.a.)	Menu I: Low fat diet	R.....	R.....	R.....	R.....
12.1.11	1,095 (365 p.a.)	Menu J: Puree diet	R.....	R.....	R.....	R.....
		(12.1) SUB-TOTAL	R.....	R.....	R.....	R.....
12.2		SALARIES AND WAGES: Indicate the salaries and wages paid to staff-members in different occupational classes in the contractor (successful bidder)'s employ, including applicable taxes (PAYE, income tax, UIF contributions and skills development levies) and VAT , based on staff numbers provided per rank, including relief and rotation staff, for 3 years.				
	No of staff	Occupational class:	Cost per day	1st year	2nd year	3rd year
12.2.1	1	Food Service Manager	R.....	R.....	R.....	R.....
12.2.2	2	Food Services Supervisor	R.....	R.....	R.....	R.....
12.2.3	2	Cook	R.....	R.....	R.....	R.....
12.2.4	6	Food Services Aid, alternating shifts	R.....	R.....	R.....	R.....
12.2.5	2	Food Services Aid, night shift	R.....	R.....	R.....	R.....
		(12.2) SUB-TOTAL	R.....	R.....	R.....	R.....
12.3		OVERHEADS AND OTHER COSTS: List the non-food related portion of the contract price, which comprises overheads (e.g. laboratory tests, staff vaccinations, cleaning materials, consumables, transport, delivery, etc.) for 3 years. Please list on separate page in this format if space here is insufficient.				
		Occupational class:	Cost per day	1st year	2nd year	3rd year
12.3.1			R.....	R.....	R.....	R.....
12.3.2			R.....	R.....	R.....	R.....
12.3.3			R.....	R.....	R.....	R.....
12.3.4			R.....	R.....	R.....	R.....
12.3.5			R.....	R.....	R.....	R.....
		(12.3) SUB-TOTAL	R.....	R.....	R.....	R.....
				1st year	2nd year	3rd year
				(A)	(B)	(C)
12.4		COMBINED SUB-TOTALS PER ANNUM (12.1 + 12.2 + 12.3)		R.....	R.....	R.....
12.5		TOTAL ALL-INCLUSIVE COST OF SERVICE FOR 3 YEARS (A + B + C)		R.....		

PRICING SCHEDULE (SERVICES)

WCGHSC0012/2024 THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NAME OF BIDDER:

BID NUMBER **WCGHSC0012/2024**CLOSING TIME : **11:00 ON FRIDAY, 18 OCTOBER 2024**OFFERS SHALL BE VALID FOR **90 DAYS** FROM CLOSING DATE OF BID**A. NOTE TO ALL BIDDERS:**

1. A bidder's conditions will not supersede those in the bid document.
2. Please note that the total bid cost under **item 12.5** must include VAT and all other applicable taxes (PAYE, income tax, UIF contributions and skills development levies).

B. IMPORTANT: THE QUESTIONNAIRE BELOW MUST BE COMPLETED IN ITS ENTIRETY BY REPLYING TO EACH AND EVERY QUESTION:

1. Does the offer comply with specifications?
2. If the service does not meet the specifications, please specify the reason(s). If the space provided is insufficient, please provide complete information on a separate sheet for each question.

3. Are you registered for VAT (in terms of sections 23 (1) or 23 (3) of the Value Added Tax Act, 1991 (Act no 89 of 1991) or do you foresee that your business needs to register for VAT in the near future (during the contract period)?
4. Are all offers/prices firm for the duration of the agreement/contract period?

PROVINCIAL GOVERNMENT WESTERN CAPE

DECLARATION OF INTERESTS, BIDDERS PAST SCM PRACTICES AND INDEPENDENT BID DETERMINATION

1. To give effect to the requirements of the Western Cape Provincial Treasury Instructions, 2019: Supply Chain Management (Goods and Services), Public Finance Management Act (PFMA) Supply Chain Management (SCM) Instruction No. 3 of 2021/2022 - SBD 4 Declaration of Interest, Section 4 (1)(b)(iii) of the Competition Act No. 89 of 1998 as amended together with its associated regulations, the Prevention and Combating of Corrupt Activities Act No 12 of 2004 and regulations pertaining to the tender defaulters register, Paragraph 16A9 of the National Treasury Regulations and/or any other applicable legislation.
2. Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
3. All prospective bidders intending to do business with the Institution must be registered on the Central Supplier Database (CSD) and the Western Cape Supplier Evidence Bank (WCSEB) if they wish to do business with the Western Cape Government (WCG) via the electronic Procurement Solution (ePS).
4. The status of enterprises and persons listed on the National Treasury's Register for Tender Defaulters will be housed on the ePS. Institutions may not under any circumstances procure from enterprises and persons listed on the Database of Tender Defaulters.
5. The status of suppliers listed on the National Treasury's Database of Restricted Suppliers will be housed on the ePS; however, it remains incumbent on institutions to check the National Treasury Database of Restricted Suppliers before the conclusion of any procurement process. For suppliers listed as restricted, institutions must apply due diligence and risk assessment before deciding to proceed with procurement from any such supplier.

6. Definitions

"bid" means a bidder's response to an institution's invitation to participate in a procurement process which may include a bid, price quotation or proposal;

"Bid rigging (or collusive bidding)" occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and/or services through a bidding process. Bid rigging is, therefore, an agreement between competitors;

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

31 May 2022

“business interest” means -

- (a) a right or entitlement to share in profits, revenue or assets of an entity;
- (b) a real or personal right in property;
- (c) a right to remuneration or any other private gain or benefit, or
- (d) includes any interest contemplated in paragraphs (a), (b) or (c) acquired through an intermediary and any potential interest in terms of any of those paragraphs;

“Consortium or Joint Venture” means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;

“Controlling interest” means, the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise;

“Corruption”- General offences of corruption are defined in the Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004) as:

Any person who directly or indirectly -

- (a) accepts or agrees or offers to accept an! gratification from any other person, whether for the benefit of himself or herself or for the benefit of another person; or
- (b) gives or agrees or offers to give to any other person any gratification, whether for the benefit of that other person or for the benefit of another person., in order to act personally or by influencing another person so to act, in a manner—
 - (i) that amounts to the-
 - (aa) illegal. dishonest. unauthorised. incomplete. or biased: or
 - (bb) misuse or selling of information or material acquired in the course of the exercise, carrying out or performance of any powers, duties or functions arising out of a constitutional, statutory, contractual or any other legal obligation:
 - (ii) that amounts to-
 - (aa) the abuse of a position of authority.
 - (bb) a breach of trust; or
 - (cc) the violation of a legal duty or a set of rules.
 - (iii) designed to achieve an unjustified result; or
 - (iv) that amounts to any other unauthorised or improper inducement to do or 45 not to do anything. of the, is guilty of the offence of corruption.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

31 May 2022

“CSD” means the Central Supplier Database maintained by National Treasury;

“employee”, in relation to –

(a) a department, means a person contemplated in section 8 of the Public Service Act, 1994 but excludes a person appointed in terms of section 12A of that Act; and

(b) a public entity, means a person employed by the public entity;

“entity” means any -

(a) association of persons, whether or not incorporated or registered in terms of any law, including a company, corporation, trust, partnership, close corporation, joint venture or consortium; or

(b) sole proprietorship;

“entity conducting business with the Institution” means an entity that contracts or applies or tenders for the sale, lease or supply of goods or services to the Province;

“Family member” means a person's -

(a) spouse; or

(b) child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption or some other legal arrangement (as the case may be);

“intermediary” means a person through whom an interest is acquired, and includes a representative or agent or any other person who has been granted authority to act on behalf of another person;

“Institution” means – a provincial department or provincial public entity listed in

Schedule 3C of the Act;

“Provincial Government Western Cape (PGWC)” means

(a) the Institution of the Western Cape, and

(b) a provincial public entity;

“RWOEE” means -

Remunerative Work Outside of the Employee's Employment

“spouse” means a person's -

(a) partner in marriage or civil union according to legislation;

(b) partner in a customary union according to indigenous law; or

(c) partner with whom he or she cohabits and who is publicly acknowledged by the person as his or her life partner or permanent companion.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

31 May 2022

7. Regulation 13(c) of the Public Service Regulations (PSR) 2016, effective 1 February 2017, prohibits any employee from conducting business with an organ of state, or holding a directorship in a public or private company doing business with an organ of state unless the employee is a director (in an official capacity) of a company listed in schedules 2 and 3 of the Public Finance Management Act.
 - a) Therefore, by 31 January 2017 all employees who are conducting business with an organ of state should either have:
 - (i) resigned as an employee of the government institution or;
 - (ii) cease conducting business with an organ of state or;
 - (iii) resign as a director/shareholder/owner/member of an entity that conducts business with an organ of state.
8. Any legal person, or their family members, may make an offer or offers in terms of this invitation to bid. In view of potential conflict of interest, in the event that the resulting bid, or part thereof, be awarded to family members of persons employed by an organ of state, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where the bidder is employed by the Institution.
9. The bid of any bidder may be disregarded if that bidder or any of its directors abused the institution's supply chain management system; committed fraud or any other improper conduct in relation to such system; disclosure is found not to be true and complete; or failed to perform on any previous contract.
10. Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). Collusive bidding is a per se prohibition meaning that it cannot be justified under any grounds.
11. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorises accounting officers and accounting authorities to:
 - a) disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b) cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
12. Communication between partners in a joint venture or consortium will not be construed as collusive bidding.
13. In addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

31 May 2022

	CSD Registration Number	MAAA
	Name of the Entity	
	Entity registration Number (where applicable)	
	Entity Type	
	Tax Reference Number	

Full details of directors, shareholder, member, partner, trustee, sole proprietor or any persons having a controlling interest with a right or entitlement to share in profits, revenue or assets of the entity should be disclosed in the Table A below.

[illegible]

1) 2)
SIGNED SIGNED

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

SECTION B: DECLARATION OF THE BIDDER'S INTEREST

The supply chain management system of an institution must, irrespective of the procurement process followed, prohibit any award to an employee of the state, who either individually or as a director of a public or private company or a member of a close corporation, seek to conduct business with the WCG, unless such employee is in an official capacity a director of a company listed in Schedule 2 or 3 of the PFMA as prescribed by the Public Service Regulation 13(c).

Furthermore, an employee employed by an organ of state conducting remunerative work outside of the employee's employment should first obtain the necessary approval by the delegated authority (RWOOE), failure to submit proof of such authority, where applicable, may result in disciplinary action.

B1.	Are any persons listed in Table A identified on the CSD as employees of an organ of state? <i>(If yes, refer to Public Service Circular EIM 1/2016 to exercise the listed actions)</i>	NO	YES
B2.	Are any employees of the entity also employees of an organ of state? <i>(If yes complete Table B and attach their approved "RWOEE")</i>	NO	YES
B3.	Are any family members of the persons listed in Table A employees of an organ of state? <i>(If yes complete Table B)</i>	NO	YES

TABLE B

Details of persons (family members) connected to or employees of an organ of state should be disclosed in Table B below.

[illegible]

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

SECTION C: PERFORMANCE MANAGEMENT AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES To enable the prospective bidder to provide evidence of past and current performance.

C1.	Did the entity conduct business with an organ of state in the last twelve months? (If yes complete Table C)	NO	YES
------------	--	----	-----

C2. TABLE C

Complete the below table to the maximum of the last 5 contracts.

NAME OF CONTRACTOR	PROVINCIAL DEPARTMENT OR PROVINCIAL ENTITY	TYPE OF SERVICES OR COMMODITY	CONTRACT/ ORDER NUMBER	PERIOD OF CONTRACT	VALUE OF CONTRACT	
C3. Is the entity or its principals listed on the National Database as companies or persons prohibited from doing business with the public sector?					NO	YES
C4. Is the entity or its principals listed on the National Treasury Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to (012) 326 5445.) facsimile number					NO	YES
C5. If yes to C3 or C4, were you informed in writing about the listing on the database of restricted suppliers or Register for Tender Defaulters by National Treasury?				NO	YES	N/A
C6. Was the entity or persons listed in Table A convicted for fraud or corruption during the past five years in a court of law (including a court outside the Republic of South Africa)?					NO	YES
C7. Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?					NO	YES

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

31 May 2022

SECTION D: DULY AUTHORISED REPRESENTATIVE TO DEPOSE TO AFFIDAVIT

This form must be signed by a duly authorised representative of the entity in the presence of a commissioner of oaths.

- I, hereby swear/affirm; i. that the information disclosed above is true and accurate; ii. that I have read understand the content of the document;
- iii. that I have arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- iv. that the entity undertakes to independently arrive at any offer at any time to the Institution without any consultation, communication, agreement or arrangement with any competitor. In addition, that there will be no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specification, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates;
- v. that the entity or its representative are aware of and undertakes not to disclose the terms of any bid, formal or informal, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract; and
- vi. that there have been no consultations, communications, agreements or arrangements made with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and that my entity was not involved in the drafting of the specifications or terms of reference for this bid.

DULY AUTHORISED REPRESENTATIVE'S SIGNATURE

I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down his/her answers in his/her presence:

- 1.1 Do you know and understand the contents of the declaration? ANSWER:
- 1.2 Do you have any objection to taking the prescribed oath? ANSWER:
- 1.3 Do you consider the prescribed oath to be binding on your conscience? ANSWER:
- 1.4 Do you want to make an affirmation? ANSWER:
2. I certify that the deponent has acknowledged that he/she knows and understands the contents of this declaration, which was sworn to/affirmed and the deponent's signature/thumbprint/mark was place thereon in my presence.

.....
SIGNATURE FULL NAMES Commissioner of Oaths

Designation (rank) ex officio: Republic of South Africa

Date: Place:

Business Address:
.....

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701

This form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

31 May 2022

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 AND THE WESTERN CAPE GOVERNMENT'S INTERIM STRATEGY AS IT RELATES TO PREFERENCE POINTS

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE TO THE BID, PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT AND CODES OF GOOD PRACTICE

1. DEFINITIONS

- 1.1 **"Acceptable bid"** means any bid which complies in all respects with the specifications and conditions of bid as set out in the bid document.
- 1.2 **"Affidavit"** is a type of verified statement or showing, or in other words, it contains a verification, meaning it is under oath or penalty of perjury, which serves as evidence to its veracity and is required for court proceedings.
- 1.3 **"All applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 1.4 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 1.5 **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a codes of good practice of black economic empowerment, issued in terms of section 9(1) of The Broad-Based Black Economic Empowerment Act;
- 1.6 **"Bid"** means a written offer on the official bid documents or invitation of price quotations, and "tender" is the act of bidding/tendering;
- 1.7 **"Code of Good Practice"** means the generic codes or the sector codes as the case may be;
- 1.8 **"Consortium" or "joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- 1.9 **"Contract"** means the agreement that results from the acceptance of a bid by an organ of state;
- 1.10 **"EME"** is an exempted micro enterprise with an annual total revenue of R10 million or less.
- 1.11 **"Firm price"** means a price that is only subject to adjustments in accordance with an actual increase or decrease resulting from the change, imposition or abolition of customs or excise duty and any other duty, levy, or tax, which is binding on the contractor in terms of the law or regulation and demonstrably has an influence on the price of any supplies or the rendering costs of any service for the execution of the contract;
- 1.12 **"Large Enterprise"** is any enterprise with an annual total revenue above R50 million;
- 1.13 **"Non-firm prices"** means all prices other than "firm" prices;
- 1.14 **"Person"** includes a juristic person;
- 1.15 **"Price"** means an amount of money bid for goods and services and includes all applicable taxes less all unconditional discounts;
- 1.16 **"Proof of B-BBEE status level contributor"** means –
 - (a) The B-BBEE status level certificate issued by an authorized body or person;
 - (b) A sworn affidavit as prescribed in terms of the B-BBEE Codes of Good Practice; or
 - (c) Any other requirements prescribed in terms of the Broad-based Black Economic Empowerment Act

- 1.17 **"QSE"** is a Qualifying Small Enterprise with an annual total revenue between R10 million and R50 million;
- 1.18 **"Rand value"** means the total estimated value of a contract in South African currency calculated at the time of bid invitation, and includes all applicable taxes;
- 1.19 **"Sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 1.20 **"Tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide services through price quotations, competitive bidding processes or any other method envisaged in legislation;
- 1.21 **"Tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation to originate income-generating contracts through any method envisaged in legislation, that will result in a legal agreement between the organ of state and a third party, which produces revenue for the organ of state, and includes but is not limited to leasing and disposal of assets and concessions contracts, but excludes direct sales and disposal of assets through public auctions;
- 1.22 **"The Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
- 1.23 **"the Regulations"** means the Preferential Procurement Regulations, 2022;
- 1.24 **"Total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-based Black Economic Empowerment Act and promulgated in the Government Gazette on 11 October 2013;
- 1.25 **"Trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 1.26 **"Trustee"** means any person, including the founder of a trust, to whom property is bequeathed for such property to be administered for the benefit of another person.

2. GENERAL CONDITIONS

- 2.1 The following preference points systems are applicable to all bids:
- The **80/20 system** for requirements with a Rand value of **up to R50 000 000** (all applicable taxes included)
 - ~~the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).~~
- 2.2 Preference points system for this bid:
- (a) The value of this bid is estimated **to exceed/not exceed R50 000 000** (all applicable taxes included) and therefore the**80**.... preference points system shall be applicable; or
- (b) Either the **80/20 or 90/10** preference points system will be applicable to this bid.
(Delete whichever option is not applicable to this bid)
- 2.3 Preference points for this bid shall be awarded for:
- (a) Price; and
- (b) B-BBEE status level of contribution.
- 2.4 The maximum points for this bid are allocated as follows:

PRICE	POINTS	
	80	90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20	10
Total points for Price and B-BBEE must not exceed	100	100

- 2.5 Failure on the part of a bidder to complete and sign this form and submit, in the circumstances prescribed in the Codes of Good Practice, either a B-BBEE Verification Certificate issued by a Verification Agency accredited by the South African Accreditation System (SANAS), or an affidavit confirming annual total revenue and level of black ownership, along with the bid, or an affidavit issued by the Companies Intellectual Property Commission, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 2.6 The organ of state reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 Subject to Regulation 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000, the bidder obtaining the **highest number of total points** will be awarded the contract.
- 3.2 A bidder must submit proof of its B-BBEE status level to claim points for B-BBEE.
- 3.3 A bidder failing to submit proof of B-BBEE status level, or who is a non-compliant contributor to B-BBEE will not be disqualified, but will only score:
- points out of **80** for **price**; and
 - 0 points out of **20/10** for **B-BBEE**.
- 3.4 Points scored must be rounded off to the nearest 2 decimal places.
- 3.5 If two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.6 Per Regulation 2 (1)(f) of the Preferential Procurement Policy Framework Act, 2000, the contract may be awarded to a bidder other than the one scoring the highest number of total points based on objective criteria in addition to those contemplated in paragraph (d) and (e) of the Act, which justifies the award to another bidder provided that it has been stipulated upfront in the bid conditions.
- 3.7 Should two or more bids be equal in all respects; the award shall be decided by the drawing of lots.

THE 80/20 ~~OR 90/10~~ PREFERENCE POINT SYSTEM

4. FORMULAE FOR PROCUREMENT OF GOODS & SERVICES

4.1 POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points are allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{80/20} \qquad \qquad \qquad Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{90/10}$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

5. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS & INCOME-GENERATING PROCUREMENT

5.1 POINTS AWARDED FOR PRICE

80/20

90/10

$$P_s = 80 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$$

$$P_s = 90 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$$

Where

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

$P_{\max}$ = Price of highest acceptable bid

6. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

6.1 In terms of WCG interim strategy, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the following table:

B-BBEE Status Level of Contributor		No of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 6.2 An **EME** must submit a valid originally certified affidavit confirming annual turnover and level of black ownership, or an affidavit issued by Companies Intellectual Property Commission.
- 6.3 A **QSE that is less than 51% (50% or less) black-owned** must be verified in terms of the QSE scorecard issued via Government Gazette and submit a valid, original or a legible certified copy of a B-BBEE Verification Certificate issued by SANAS.
- 6.4 A **QSE that is at least 51% black-owned** must submit a valid, originally certified copy of an affidavit confirming turnover and level of black ownership, or an affidavit issued by Companies Intellectual Property Commission, as well as declare its empowering status.
- 6.5 A **large enterprise** must submit a valid, original or originally certified copy of a B-BBEE Verification Certificate issued by a verification agency accredited by SANAS.
- 6.6 A **trust, consortium or joint venture** will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 6.7 A **trust, consortium or joint venture (including unincorporated consortia and joint ventures)** must submit a consolidated B-BBEE status level verification certificate for every separate bid.
- 6.8 **Tertiary institutions and public entities** will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

7. BID DECLARATION

- 7.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

8. B-BBEE STATUS LEVEL CLAIMED IN TERMS OF PARAGRAPH 5

8.1 B-BBEE Status Level: = (maximum of 20 points in terms of 80/20)

8.2 B-BBEE Status Level: = (maximum of 10 points in terms of 90/10)

(Points claimed in paragraphs 8.1 & 8.2 must correspond with the table in paragraph 5.1 and must be substantiated by a B-BBEE certificate issued by a verification agency accredited by SANAS or an affidavit confirming annual total revenue and level of black ownership in terms of the relevant sector code applicable to the bid).

9. SUB-CONTRACTING

9.1 Will any portion of the contract be sub-contracted? (delete which is not applicable) **YES/NO**

9.1.1 If yes, indicate:

- (i) what percentage of the contract will be subcontracted?%
- (ii) the name of the sub-contractor?
- (iii) the B-BBEE status level of the sub-contractor?
- (iv) whether the sub-contractor is an EME or QSE? (delete which is not applicable) **YES/NO**

9.1.2 Sub-contracting relates to a **particular** contract and if sub-contracting is applicable, the bidder must state in its response to a particular RFQ that a portion of that contract will be sub-contracted.

10. DECLARATION WITH REGARD TO COMPANY/FIRM

10.1 Name of company/ entity:

10.2 VAT registration number:

10.3 Company Registration number:

- 10.4 Type of company/firm (Select applicable option)
- ☐ Partnership/Joint venture consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public company
 - ☐ Personal liability company
 - ☐ (Pty) Ltd
 - ☐ Non-profit company
 - ☐ State-owned company

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

10.5 I/we, the undersigned, who am/are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contribution indicated in paragraph 8 above, qualifies the company/firm for the preference(s) shown and I/we acknowledge that:

- (a) The Western Cape Government reserves the right to audit the B-BBEE status claim submitted by the bidder.
- (b) As set out in Section 130 of the B-BBEE Act as amended, any misrepresentation constitutes a criminal offence. A person commits an offence if that person knowingly:

- (i) misrepresents or attempts to misrepresent the B-BBEE status of an enterprise;
 - (ii) provides false information or misrepresents information to a B-BBEE verification professional to secure a particular B-BBEE status or any benefit associated with compliance with the B-BBEE Act;
 - (iii) provides false information or misrepresents information relevant to assessing the B-BBEE status of an enterprise to any organ of state or public entity; or
 - (iv) engages in a fronting practice.
- (c) if a B-BBEE verification professional, any procurement officer or any official from another organ of state or public entity becomes aware of the attempted or actual commission of any offence referred to in paragraph 10.5 (b), this will be reported to an appropriate law enforcement agency for investigation,
- (d) any person convicted of an offence by a court in the case of contravention of paragraph 10.5 (b) is liable to a fine or imprisonment for a period not exceeding 10 years, or to both a fine and such imprisonment, or, if the convicted person is not a natural person, to a fine not exceeding 10% of its annual turnover.
- (e) the purchaser may investigate the matter if it becomes aware that a bidder may have obtained its B-BBEE status level fraudulently. If the investigation warrants the imposition of a restriction, this will be referred to the National Treasury for investigation, processing and restriction of the bidder on the National Treasury's List of Restricted Suppliers. After the *audi alteram partem* (hear the other side) rule has been applied, the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted fraudulently, may be restricted from obtaining business from any organ of state for a period not exceeding 10 years,
- (f) in addition to any other remedy it may have, the organ of state may -
- (i) disqualify the bidder from the bid process,
 - (ii) recover costs, losses or damages it has incurred or suffered as a result of that bidder's conduct,
 - (iii) cancel the contract, and, having had to make less favourable arrangements due to such cancellation, claim any damages it has suffered from the contractor, and
 - (iv) forward the matter for criminal prosecution.
- (g) The information furnished is true and correct.
- (h) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 2 of this form.

SIGNATURE OF THE BIDDER:

.....

DATE:

.....

ADDRESS:

.....

WITNESSES:

1.

2.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

SWORN AFFIDAVIT – B-BBEE/QUALIFYING SMALL ENTERPRISE

1. I, the undersigned

Full name and surname	
Identity number	

2. Hereby declare under oath as follows:

- (i) The contents of this statement are to the best of my knowledge a true reflection of the facts.
(ii) I am a member/director/owner of the following enterprise and am duly authorized to act on its behalf:

Enterprise name	
Trading name	
Registration number	
Enterprise address	

3. I hereby declare under oath that:

- The enterprise is % Black owned;
- The enterprise is % Black woman owned;
- Based on management accounts and other information available for the financial year, the income did not exceed R50 000, 000.00 (fifty million Rands)
- The entity is an Empowering Supplier in terms of Clause 3.3 (a) or (b) or (c) or (d) r (e) as amended (select one) of the dti Codes of Good Practice.
- Please confirm in the table below the B-BBEE contributor by ticking the applicable box.

100% Black owned	Level One (135% B-BBEE procurement recognition)
More than 51% Black owned	Level Two (125% B-BBEE procurement recognition)
(a) At least 25% of cost of sales (excluding labour costs and depreciation) must be procurement from local producers or suppliers in South Africa; For the service industry, include labour costs capped at 15%.	(b) At least 50% of jobs created are for Black people, provided that the number of Black employees in the B-BBEE measurement verified immediately before is maintained.
(c) At least 25% transformation of raw material/beneficiation, which includes local manufacturing, production and/or assembly, and/or packaging.	(d) At least 12 days per annum of productivity deployed in assisting QSE and EME beneficiaries to increase their operational or financial capacity.
(e) At least 85% of labour costs should be paid to South African employees by service industry entities.	

4. I know and understand the content of this affidavit, I have no objection to taking the prescribed oath, I consider the oath binding on my conscience and not on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date of signature by the commissioner.

Deponent signature: _____

Date: _____

Commissioner of Oaths signature & stamp

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 1 - INTRODUCTION	Please Mark with 'X' or '✓'
1.1	SCOPE AND OVERVIEW:	Comply/ Accept Do Not Comply/ Accept
1.1.1	This specification establishes the requirements for the provision and operation of all food and related facilities and services, including a proposal for a 21-day/3-week cycle menu (21-day summer menu, 21-day winter menu) at Harry Comay Hospital ('HCH') for a 3-year period , in accordance with the requirements described further on.	
1.1.2	Patient food services must comply in all regards with the requirements the Catering and Food Specification, which will be paid in full by HCH. The cost of meals provided to any persons other than patients will be paid by the contractor (successful bidder) .	☐ C ☐ DNC
1.2	VALIDITY PERIOD:	
1.2.1	This bid shall be valid for 90 days from the closing date.	☐ C ☐ DNC
1.3	CONTRACT PERIOD:	
1.3.1	This contract between WCGHW and the contractor (successful bidder) will become effective for 3 years from the day on which it is signed , or the first day of the following month, unless otherwise provided in the contract.	☐ C ☐ DNC
1.3.2	The contract will end on the last calendar day of the 36th month after the commencement date, with the option to extend the contract for a period determined by WCGHW if required, after which fresh bids will be invited.	☐ C ☐ DNC
1.4	GENERAL:	
1.4.1	The bid will be subject to the General Conditions of Contract (GCC) of which a copy is included in the bid documents for the information of bidders. The bidder must accept the terms and conditions of the GCC and Special Conditions of Contract (SCC) .	☐ C ☐ DNC
1.5	COMPULSORY SITE MEETING:	
1.5.1	A potential bidder and/or company/legal business entity must be represented (by a duly authorised representative(s)) at the compulsory site meeting that will be held at Harry Comay Hospital .	
1.5.2	The following conditions shall apply to a bidder's and/or company's/legal business entity's representation at the site meeting: a. To avoid any possible collusion, a company/legal business entity is allowed to be represented by one or more duly authorised representative(s): i. however, a duly authorised representative is not allowed to represent more than one (1) company. ii. A company/legal business entity is defined as a individual legal entity registered on CIPC and/or the Central Supplier Database (CSD).	 

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 1 - INTRODUCTION
1.5	COMPULSORY SITE SESSION (continued):
1.5.3	The authorized representative(s) is required to complete the attendance register by provide the following details: a. full name, surname, contact details and e-mail address, b. company/business entity they are representing and c. sign the attendance register.
1.5.4	The doors, to the site meeting venue, will be locked after the ten (10) minute grace period has lapsed . a. Late arrivals will be denied access to the site meeting
1.5.5	For the purpose of transparency and fairness, the person (responsible for completing the bid document) should attend the compulsory briefing sessions as well as make notes on the information provided. a. no additional information shall be conveyed after the session. b. An opportunity for questions and answers will be provided during and/or before the meeting concludes.
1.5.6	The attendance register will be made available at the relevant venues on the day of the site meeting and will be used as proof that the business entity was represented/attended the briefing session.
1.5.7	Compulsory Site Meeting Date and venue: Date and time: Friday, 4 October 2024 at 10:00 Venue: Boardroom, Harry Comay Hospital Nelson Mandela Boulevard GEORGE Contact person: Faizel Champion Tel no: (044) 813 2922 E-mail: faizel.champion@westerncape.gov.za

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'	
2.1	CATERING - OVERVIEW:	Comply/ Accept	Do Not Comply/ Accept
2.1.1	The envisaged food service provides for the establishment, management and operation of facilities and food services, including a full hostess service from kitchen to ward to patient, on a 24-hour basis or as mutually agreed to by the parties, for all hospital in-patients , for HCH's account. These patient food services must comply with Section 3, Catering Service and Food Specification .	☐	☐
2.1.2	Staff and visitors are not eligible for subsidised meals from the Main Kitchen. If the management staff of the contractor (successful bidder) is entitled to any meal per shift, such cost will be for the account of the contractor (successful bidder). a. Where the contractor (successful bidder) opt to provide a kiosk service to hospital staff, the contractor (successful bidder) must ensure that such kiosk service is rendered separately from the kitchen facility.	☐	☐
2.1.3	The bidder is required to bid for different types of patient meals , the contents of each category which are specified in Section 3. Based on the figures in the pricing schedules, forms WCBD3.2 , and the diet information supplied in Section 3, bidders must calculate a bid price per proposed meal served in the format supplied in the pricing schedules. The bidder undertakes to cater for the meals in each category in accordance with bid prices provided in the WCBD3.2 forms.	☐	☐
2.1.4	Therapeutic meals detailed in Section 3, Catering and Food Specification, will be provided to hospital in-patients, according to 21-day summer and winter menu cycles. A special meal at no additional cost is also provided traditionally as an option during Easter and on Christmas and New Year's days.	☐	☐
2.1.5	The sale and use of cigarettes and alcohol is excluded from the scope of the service and is expressly prohibited.	☐	☐
2.1.6	Dieticians from the contractor (successful bidder) and hospital must liaise once a month to ensure that all the menus for special diets are compliant with the National Food Service Policy and that the portion sizes and meals served are correct.	☐	☐
2.1.7	HCH shall advise the contractor (successful bidder) of the anticipated daily participation of patients by furnishing diet sheets/orders early every morning, while late admissions/discharges will be telephoned through. a. A 20% tolerance above or below the numbers furnished shall be allowed. The meals provided daily shall be recorded on the form specified in Annexure E1 .	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'									
2.2	ADDITIONAL FOOD SERVICES:	Comply/ Accept	Do Not Comply/ Accept								
2.2.1	The Food Service Unit is responsible for patient feeding, and not for catering or the Organizing of any catering functions, e.g. Christmas parties, farewell functions, birthdays and special teas for official visitors and /or meetings, training sessions and interviews.	☐	☐								
2.2.2	Should additional food services, e.g. meals for official functions and meetings be required from time to time, the standard procurement process should be followed. HCH is under no obligation to use the contractor (successful bidder).	☐	☐								
2.2.3	For such functions, the contractor (successful bidder) shall adhere to the guidelines of Circular H86/2017 issued by the WCGHW's Directorate Services Priorities Coordination.	☐	☐								
2.3	PREMISES AND FOOD SERVICE EQUIPMENT:										
2.3.1	Duties And Obligations of HCH:	☐	☐								
	a. HCH will provide existing food services premises, furniture, fixtures and equipment including stoves (gas, steam or electrical), cooking utensils, other food service equipment, crockery, chopping boards and knives, and plastic crockery and cutlery for psychiatric patients, to the contractor (successful bidder) in a good, clean and working condition. b. Crockery, cutlery, food-preparation and serving utensils will be supplied to the contractor (successful bidder) in accordance with HCH's minimum specified stock levels and shall comprise the following items: <table border="1"> <tbody> <tr> <td>Cutlery:</td><td>Stainless steel knives, forks, soup spoons, dessert spoons and teaspoons. Good quality disposable knives, forks, soup spoons, dessert spoons and teaspoons. For psychiatric patients.</td></tr> <tr> <td>Crockery:</td><td>Porcelain dinner plates, side plates, dessert bowls, cups and saucers, tea/coffee pots, milk jugs and egg cups.</td></tr> <tr> <td>Glassware:</td><td>Water jugs (min 1 litre capacity), water glasses (min 240 ml capacity) and juice glasses (min 125 ml capacity)</td></tr> <tr> <td>Other:</td><td>Meal and tea trays, colour-coded chopping boards and general-purpose knives (for peeling, cutting and chopping) insulated domes and bases.</td></tr> </tbody> </table> c. If crockery and cutlery stock levels must be increased due to operational requirements, the cost will be carried by HCH. HCH shall also provide any additional catering equipment, mutually agreed with the contractor (successful bidder), which is required for the due execution of the contract. d. Where necessary, and due to fair wear and tear, HCH shall maintain, repair, renovate and replace such items in a way that ensures the least disruption to the catering service provided by the contractor (successful bidder). HCH will not, however, be responsible for the replacement of stock losses and damage due to negligence of staff.	Cutlery:	Stainless steel knives, forks, soup spoons, dessert spoons and teaspoons. Good quality disposable knives, forks, soup spoons, dessert spoons and teaspoons. For psychiatric patients.	Crockery:	Porcelain dinner plates, side plates, dessert bowls, cups and saucers, tea/coffee pots, milk jugs and egg cups.	Glassware:	Water jugs (min 1 litre capacity), water glasses (min 240 ml capacity) and juice glasses (min 125 ml capacity)	Other:	Meal and tea trays, colour-coded chopping boards and general-purpose knives (for peeling, cutting and chopping) insulated domes and bases.		
Cutlery:	Stainless steel knives, forks, soup spoons, dessert spoons and teaspoons. Good quality disposable knives, forks, soup spoons, dessert spoons and teaspoons. For psychiatric patients.										
Crockery:	Porcelain dinner plates, side plates, dessert bowls, cups and saucers, tea/coffee pots, milk jugs and egg cups.										
Glassware:	Water jugs (min 1 litre capacity), water glasses (min 240 ml capacity) and juice glasses (min 125 ml capacity)										
Other:	Meal and tea trays, colour-coded chopping boards and general-purpose knives (for peeling, cutting and chopping) insulated domes and bases.										

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'
2.3	PREMISES AND FOOD SERVICE EQUIPMENT (continued):	
	e. HCH will supply electrical power, steam and hot and cold water for cooking, cleaning, refrigeration and freezing. A fine per incident will be imposed if any taps are found running unnecessarily, or if any electrical appliances are left on, but is not in use. f. HCH shall provide access to a dedicated telephone(s) for internal calls only, to enable the contractor (successful bidder) to provide an efficient service. No speed-dials will be created. The contractor (successful bidder) is responsible for providing its own means (private telephone line/cell phone service) to enable external calls to be made. g. HCH shall ensure the availability of ablution facilities, free of charge to the contractor's (successful bidder's) staff at/near service areas detailed further on. h. HCH is not obliged to provide housing or accommodation at or near its premises for staff employed by the contractor (successful bidder).	C DNC
2.3.2	Duties And Obligations of The Contractor (Successful Bidder):	C DNC
	a. The contractor (successful bidder) shall be responsible for the payment of all applicable rates and service charges for the proper operation and management of the catering service (e.g. overheads, etc.). b. Prior to the commencement of the service, the contractor (successful bidder) shall draw up an inventory list with HCH's Contract Manager and inspect all premises, furniture, fixtures, food service equipment and utensils as mentioned in paragraph 2.4.1 (a) and 2.4.1 (b). The items in paragraph 2.4.1 (b) shall be recorded on an inventory schedule and a copy of this document, signed by both parties, shall form part of the contract. c. The contractor (successful bidder) shall be responsible for maintaining crockery and cutlery as detailed in paragraph 2.4.1 (b) in an acceptable and usable condition, free of cracks, chips and scratches, at stock count levels that are adequate to accommodate continuous patient feeding. d. Crockery and cutlery used in wards must be returned to the kitchen for cleaning by the contractor (successful bidder). The contractor (successful bidder) will perform a monthly stock count of all these items and provide a report comprising the stock lists and statistics of breakages and theft to the Contract Manager. Where stock losses require the replacement of crockery and/or cutlery items (due to proven negligence and/or misuse by his staff), this will be for the contractor (successful bidder)'s account. e. With the exception of fair wear and tear during the contract term, the contractor (successful bidder) shall maintain, and where necessary, on termination of the contract, restore all designated areas, facilities, etc. in the same good order and condition in which they are confirmed to be at the commencement of the contract, as indicated in the inventory schedule. f. If necessary, and subject to the written approval of HCH's Chief Executive Officer, the contractor (successful bidder) may install any equipment, machines, etc. and replace them at his own cost with other equipment which he may consider necessary to provide an efficient service.	

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'
------	------------------------------------	-----------------------------

2.3 PREMISES AND FOOD SERVICE EQUIPMENT (continued):

- g. The contractor (successful bidder) **shall maintain, repair, renovate or replace** any unserviceable equipment resulting from **proven negligence and/or misuse by his staff at his own cost**, in a way that reasonably ensures the least disruption to its service.
- h. A **month** before the contract ends, a **stock-count** will be undertaken of all equipment, appliances, cutlery crockery, knives, pots, chopping boards, etc. The contractor (successful bidder) will receive a list of the **deviations and condition** of the items, which must be **replaced** at the contractor (successful bidder)'s expense where required.

C

DNC

2.3.3 Main Kitchen Facilities:

C

DNC

- a. The hospital's fully equipped main kitchen is available to the contractor (successful bidder) free of charge for the preparation of all patient and other meals. The following are included:

Kitchen facilities and amenities included	Number
Delivery Entrance	1
Office (food services supervisor)	1
Preparation areas	3
Scullery	1
Staff tearoom	1
Storeroom, medium	1
Trolley bay, large	1
Walk-in cold room	1

2.3.4 Service Area:

C

DNC

- a. The contractor (successful bidder) must serve patients at their bedside in the hospital's **7 wards** in liaison with nursing staff on duty, and must observe the necessary health and safety precautions, inter alia by wearing appropriate personal protective equipment when entering isolation wards.

2.4 USE AND CONTROL OF FOOD SERVICE FACILITIES:

- 2.4.1 The contractor (successful bidder) shall have full **access** to the kitchen, food stock stores, food services and dining areas and their **supervision**, and **custody and control** of all **keys** that allow access to these areas, as well as to lockable furniture, equipment, fixtures and fittings. The contractor (successful bidder)'s **access** will be **limited** to those areas and any surrounding buildings and facilities required for the provision of the food service.

C

DNC

- 2.4.2 The contractor (successful bidder) shall not use the designated food services facilities or premises, or allow them to be used, **for any purpose other than food services** under the conditions of this bid, nor will the contractor (successful bidder) be allowed to **prepare or serve food at any other premises** than the designated premises, unless necessitated by operational requirements and formally approved by WCGHW as a contract expansion.

C

DNC

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'	
2.4	USE AND CONTROL OF FOOD SERVICE FACILITIES (continued):		
2.4.3	The contractor (successful bidder) shall use all furniture, fixtures, equipment, utensils, fuel, electricity, material and supplies, or allow these to be used, economically, only for the purpose for which they are provided , and according to their directions for use. From time-to-time spot checks may be conducted by HCH's Contract Manager to ensure that the contractor (successful bidder)'s staff complies with this requirement.	☐	☐
2.4.4	The contractor (successful bidder) shall not remove any HCH property from the premises or location where it is kept and shall ensure that these are used in a proper manner.	☐	☐
2.4.5	The contractor (successful bidder) shall not make any structural changes to the existing premises. Any proposed change to the structure must be submitted in writing to HCH for consideration and HCH's decision regarding its necessity will be final .	☐	☐
2.4.6	The contractor (successful bidder) will not be allowed to use the facility and equipment for the preparation of food for private functions . All preparation for private functions must be done off-site.	☐	☐
2.4.7	HCH's Contract Manager and the contractor (successful bidder)'s Catering Manager shall have access to the facilities and equipment, material and supplies used by the contractor (successful bidder) at all reasonable times to - a. monitor compliance with the contract conditions and food specifications, as well as to meet WCGHW's audit requirements, b. establish if the premises, furniture, fixtures, equipment, utensils, fuel, electricity, material and supplies are being used in accordance with these conditions c. conduct inventory control of furniture, fixtures, equipment, utensils, etc. and d. for any other reasonable purpose related to contract conditions or the wider interest of WCGHW.	☐	☐
2.4.8	The contractor (successful bidder) will carry the cost of any additional security required to safeguard furniture, fixtures, equipment, appliances, utensils, material and supplies in the Kitchen against damage or theft .	☐	☐
2.4.9	On termination of the contract, except for fair wear and tear, the contractor (successful bidder) shall maintain , and where necessary, restore all designated areas, facilities, etc. in the same good order and condition in which the inventory schedule confirmed them to be at the start of the contract.	☐	☐
2.5	TRANSPORT:		
2.5.1	The contractor (successful bidder) shall ensure that all transport is suitable and approved for the proper execution of its management and food service functions and shall be fully liable for the conveying of supplies to HCH.	☐	☐
2.5.2	The contractor (successful bidder) shall ensure that the vehicle (transporting goods for delivery) shall be a closed, insulated, refrigerated delivery truck of which the inner temperature shall not exceed 7°C , clean, sanitized and should not be used for any other purpose, nor should fresh and perishable foodstuffs be transported along with other goods that may contaminate them. The vehicle may be subjected to random inspection at the hospital's discretion.	☐	☐

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'
------	------------------------------------	-----------------------------

2.5 TRANSPORT (continued):

2.5.3	The contractor (successful bidder) shall provide its own trolley(s) with which to transport products into HCH's Food Service storage area. Under NO circumstances may the supplier use HCH's trolleys.	☐	☐
-------	--	--------------------------	--------------------------

2.6 WASTE DISPOSAL:

2.6.1	The contractor (successful bidder) shall place all general refuse and pigswill generated by its food service in separate sturdy plastic bags of at least 20-micron thickness and seal these bags with cable ties. Bags with general refuse must be placed in the hospital's waste containers in the goods yard, for disposal by the hospital at its own discretion and at no cost to the contractor (successful bidder).	☐	☐
	a. Bags with pigswill shall be placed in separate waste containers, to be sold for revenue by the hospital. The contractor (successful bidder) shall not be compensated for the pigswill, nor have claim to any revenue generated from its sale.		

2.7 STAFF MANAGEMENT AND TRAINING:

2.7.1	The contractor (successful bidder) must provide all management, catering and food service staff required for the efficient operation of the catering service. This includes appropriately trained relief staff for absentee staff in designated positions for day/night shift.	☐	☐
	a. The envisaged minimum (core) food service staffing levels , determined by HCH and vetted by a duly appointed Bid Specification Committee, are intended to ensure the continuous availability of staff for day and night shifts, and include relief staff in designated positions . Costing provided must include provision for relief staff against each position.		
	b. The following duly trained contract food service staff , further detailed in the organogram, Annexure F , are required to be on-site at Harry Comay Hospital:		

Category of staff	Staff/shift	Shift/Hours	Total	☐	☐
Food Service Manager	1	Mon to Fri; 07:00 -16:30	1		
Food services supervisor	1	Per alternating shift: 06h00 - 18h00, including weekends and public holidays	2		
Cook	1	Per alternating shift: 06h00 - 18h00, including weekends and public holidays	2		
Sub-total of staff (excluding FSA's)			5		
Food services aids (FSA's)	3	Day shift: Per alternating shift; 06h00 - 18h00 Including weekends and public holidays	6		
	1	Night shift: Per alternating shift; 18h00 - 06h00 Including weekends and public holidays	2		
Sub-total FSA's			8		
Total food service staff			13		

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'	
2.7	STAFF MANAGEMENT AND TRAINING:		
	a. Although the positions of dietician and financial controller must exist in the bidder's organizational structure and their expertise must be available to HCH for this bid, these posts must not be included in the total staff complement price . The contractor (successful bidder) must submit evidence that an employed dietician is on its establishment, or has been/will be contracted in an advisory capacity for the duration of the contract period.	☐	☐
2.7.2	Training Of Contract Food Service Staff	☐	☐
	a. Cooks must be trained in the assistant chef course		
	b. Food Service Aids must be trained in general duties and ward services.		
	c. All new staff and/or casuals must have been trained before they are allowed to work in the kitchen. All permanent staff should at least be trained on the level of Food Service Aid, Ward Hostess, Chef or Assistant Chef . All ongoing staff training and development must be documented and records to be kept on site.		
	d. The contractor (successful bidder) shall be responsible for the continuous training of all food service staff to ensure the efficient functioning of the catering service. A fully documented in-service training matrix and detailed exposition of all envisaged courses shall accompany the bid document. Training programs shall be instituted from the date of commencement of the contract .		
2.7.3	In the event of an unforeseen increase or decrease in clients participating in the service, the contractor (successful bidder) will be entitled to negotiate an increase or decrease of its personnel with HCH. Any fluctuation in the contractor (successful bidder)'s staff numbers must be approved by WCGHW. Non-compliance must be reported to the appropriate level of HCH management for the necessary action.	☐	☐
2.7.4	Wages paid by the contractor (successful bidder) to its management and food service staff must be no less than the minimum wage for the category of employee determined and gazetted by the Department of Employment and Labour from time to time.	☐	☐
2.7.5	Health encourages the deployment of labour from within the local community as far as possible. Therefore, the successful contractor (successful bidder) must assess the number of contract staff members it is able to source from the local community and submit a proposal to the Facility Manager. This number must be revised annually and be maintained by the contractor (successful bidder) in the event of the resignation, retirement or decease of any of these staff members.	☐	☐
2.7.6	The contractor (successful bidder) must provide a management service to oversee quantity and quality control and supervision of food preparation by all staff as defined in the Food Specification for the proper execution of the contract, including:	☐	☐
	a. personal supervision by the manager during meal preparation and at all serving points during meals,		
	b. management and control of the premises, equipment, furniture and utensils,		
	c. providing additional staff for any food service function, where required, and		
	d. Providing an accounting service		

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'	
2.7	STAFF MANAGEMENT AND TRAINING (continued):		
2.7.7	An adequately senior member of staff (Catering Manager or Assistant Catering Manager) must be on-site daily to maintain standards and handle queries.	☐	☐
2.8	PURCHASE AND SUPPLY OF FOOD:		
2.8.1	The Harry Comay kitchen is not halaal certified. For all halal requirements, the contractor (successful bidder) must obtain quotations from halal-certified caterers.	☐	☐
2.8.2	The contractor (successful bidder) shall arrange for the supply and delivery of all ingredients and food supplies necessary for the proper preparation of all menus in the food specification at his own cost. The contractor (successful bidder) shall also ensure the availability of sufficient reserve food stocks to provide meals to HCH for a minimum period of 3 days .	☐	☐
2.8.3	As compliance with specification requirements for quality is mandatory, the contractor (successful bidder) shall ensure that all food supplied to HCH comply with the specified quality and adhere to SABS specifications for the handling and preparation of food etc.	☐	☐
2.8.4	Where required, the contractor (successful bidder) undertakes to submit food to quality and quantity control inspections and testing of menu specifications by the Contract Manager and/or dietician. Where inspections and tests by the SABS or Environmental Health practitioners are required, paragraph 8 of the General Conditions of Contract will apply.	☐	☐
2.8.5	If the quantity and/or quality of any food or materials supplied to patients do not comply with the standard and specifications in the contract, the contract may be terminated immediately by written notice and without prejudice to any other remedy for breach of contract in terms of paragraph 23 of the General Conditions of Contract.	☐	☐
2.9	MEAL SERVICE, MENUS & RECIPES:		
2.9.1	The meal service will be based on a conventional cooking system . The contractor (successful bidder) shall use and limit itself to standardised recipes for all menu items in the menu cycles. After the contract's commencement, the daily or other menus may only be amended with prior approval of HCH's representative/ dietician .	☐	☐
2.9.2	The contractor (successful bidder) must furnish and display menus reflecting the meal of the day in the food service unit . For this purpose, a proposed 3-week cycle menu with all diets required must be submitted with the completed bid document for evaluation. Failure to comply will invalidate an offer.	☐	☐
2.9.3	The 3-week cycle menu , which must include appropriate summer and winter menus, shall specify portion sizes, vegetables, salads, gravies, sauces and spreads for all meals in accordance with the Provincial Meal Plan . Once approved by HCH, the menus attached to the bid document will be implemented by the successful bidder.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'	
2.9	MEAL SERVICE, MENUS & RECIPES (continued):		
2.9.4	The contractor (successful bidder) shall at commencement of the contract: a. have all the standardised recipes printed and available within the Food Service Unit (FSU), and b. have the complete nutritional analysis of all the menus (winter and summer, and therapeutic menus) available within the FSU. NB: The standardized recipes for all meals and the complete nutritional analysis of the menu, must also form part of the bid application. Failure to submit these documents will invalidate the bid.	☐	☐
2.9.5	HCH reserves the right to make any reasonable alterations, changes or substitutions to the menus submitted where necessary, in collaboration with and prior approval of the service provider , provided that such changes remain within budget .	☐	☐
2.9.6	HCH will monitor whether the meals served comply with the specified weight requirements for individual food items. A 10% tolerance above or below the weight specified per item shall be allowed. However, if the weight per item should vary more than 10% and the contractor (successful bidder) fails to correct it, a fine will be imposed.	☐	☐
2.10	HYGIENE AND CLEANLINESS OF STAFF, PREMISES AND FOOD:		
2.10.1	Staff: a. The contractor (successful bidder) shall ensure that hygiene standards in accordance with SANS 10049: 2019 edition 5 are followed at all times. HCH's Contract Manager and other responsible staff appointed by HCH shall carry out regular health inspections and internal and external audits to ensure the contractor (successful bidder)'s compliance with this requirement. b. HCH's Contract Management Team will perform a monthly hygiene audit which will measure acceptable hygiene levels at a minimum of 75%. If the contractor (successful bidder) fails to achieve 75%, HCH will indicate the areas that require improvement and may conduct a follow-up audit within 48 hours. A fine will be imposed if the contractor (successful bidder) fails to achieve 75% during this subsequent audit. c. Apart from monthly hygiene audits, random inspections (spot checks) may also be performed and a fine per incident may be imposed if staff hygiene during these inspections is not found up to standard. d. The contractor (successful bidder) shall ensure that all service staff-members look presentable and are neatly dressed in required uniforms or protective clothing at all times. The contractor (successful bidder) is responsible for purchasing these uniforms and laundering the non-disposable components.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'
------	------------------------------------	-----------------------------

2.10 HYGIENE AND CLEANLINESS OF STAFF, PREMISES AND FOOD (continued):

- e. The minimum uniform requirement listed below should be supplied by the contractor to its staff members for its own account:

C

DNC

Minimum uniform requirement
Disposable headgear, gloves and aprons
Chef's jacket (white) & pants/skirt
Shirt/blouse (white) and pants/skirt
Cloth aprons for cooks (white)
Safety shoe/comfortable closed shoes in accordance with the Occupational Health and Safety Act, Act 85 of 1993, where applicable
Name/identification badge, to be worn at all times, displaying name, position and company

- f. The contractor (successful bidder) shall ensure that all food service staff-members are in **good physical health** to perform their daily duties, and **free of infectious diseases**. Proof of the vaccinations of existing staff for **hepatitis B** must be provided to HCH's Contract Manager at the start of the contract and those of new employees immediately after their appointment. These records must be available at all times for **Ideal Hospital \OHSC** verification.

2.10.2 Premises:

C

DNC

- a. The contractor (successful bidder) shall ensure that all **food service and dining areas**, including all windows, fixtures, fittings and kitchen drains and all food service equipment, appliances and utensils used for preparing and serving meals are maintained in a **clean, hygienic and tidy condition** to the satisfaction of HCH's Contract Manager.
- b. The contractor (successful bidder) shall oversee the **extermination of insects and rodents (pest control)** in food stock stores, and kitchens, every 3 months, or as required, up to a maximum of 4 treatments per year, for the duration of the contract. These treatments will be **for the hospital's account**. However, should it be necessary to treat these areas more often, the cost will be for the contractor's account. A certificate shall be provided to the hospital's Contract Manager after every successful fumigation; **failure will result in the imposition of a fine**.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 2 – SERVICE SPECIFICATIONS	Please Mark with 'X' or '✓'
------	------------------------------------	-----------------------------

2.10 HYGIENE AND CLEANLINESS OF STAFF, PREMISES AND FOOD (continued):

- c. The contractor (successful bidder) shall purchase and ensure the safe storage of all **suitable requirements and consumables necessary** for the fulfilment of the service and management functions at his own risk and cost. The amount claimed monthly from HCH for these requirements shall not exceed the accepted amount in the pricing schedule. This **includes**, but is **not limited to** items in the table below.

Items	Examples
Cleaning accessories	Dish cloths, brooms, mops, squeegees; supplied by the hospital as part of its inventory on an annual basis, but which must be replaced by the contractor when damaged or lost.
Ammonia-free Detergents	Dishwashing liquid, bleach, drain-cleaner.
Insecticides	Aerosol spray for flying & crawling insects.
Consumable items	Cling wrap, packaging, bin liners, refuse bags, paper napkins.
Stationery	Copy paper, printer cartridges, clipboards, pens etc.

2.10.3 Food:

C

DNC

- a. The contractor (successful bidder) shall implement and operate a system of assured safe catering based on **Hazard Analysis and Critical Control Point (HACCP)**, which includes **monthly laboratory testing** for **bacteria** at the contractor (successful bidder)'s cost. Food samples and **swabs** of equipment and working **surfaces** must be taken once a month, sent to a **laboratory** for **bacterial tests** and the **results** submitted to HCH's **Contract Manager**.
- b. The contractor (successful bidder) shall have procedures in place for the **clean, hygienic** and **safe handling** of food from receipt through preparation to serving, to ensure and monitor that all food is:
- examined** on receipt for expiry date, damage, pest infestation and temperature,
 - handled, stored, prepared and cooked** appropriately, and
 - kept at the correct temperature** at all times, including when in transit between the food-preparation site and service areas.
- c. HCH's Contract Manager will conduct **regular inspections** to monitor the standard and quantity of **food**, and the **general service standard** provided by the contractor (successful bidder), and shall be entitled to instruct the contractor (successful bidder) to **rectify** any **breach of the specification** immediately. Failing this, the contract may be **terminated** immediately on written notice without prejudice to any other remedy for breach of contract, in terms of **paragraph 23** of the **GCC**.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'
3.1	MENU & SERVICE REQUIREMENTS:	Comply/ Accept Do Not Comply/ Accept

3.1.1 Menu And Planning

C	DNC
----------	------------

- The contractor (successful bidder) shall serve meals and snacks to all patients in accordance with a **standardised 3-week cycle menu**, of which examples appear further on. **Patient menus** must be developed and implemented for **winter and summer** for **adults and toddlers**, in accordance with South African Food-Based Dietary Guidelines. Copies of **colour-coded menus** must be displayed prominently and be available at all times.
- The contractor (successful bidder) shall adhere to the **National Food Policy** for menu planning in respect of the **colour, flavour, texture, cooking methods and variety** of food items used.
- Where **therapeutic meals** are required in accordance with the specifications for **Therapeutic Meal Guidelines** further on, the contractor (successful bidder)'s **dietician** must **confirm details** of such diets/menus, including **costs**, with HCH's **Contract Manager** before preparation.
- All special/therapeutic diets shall adhere to the portion specification for a normal diet**, with the adaptation of snacks and the use of jam and sugar according to specific dietary requirements, **except** fluid diets and special diets where proteins and/or fats are either restricted or increased, e.g. low protein, high protein, weight reducing, etc.
- Bidders must submit the detailed **3-week cycle menu** that will be implemented with their bid offer.

Failure to comply with this requirement will invalidate the bid.

Menus shall comply with the following requirements:

C	DNC
----------	------------

1.	A variety of food items must be included.
2.	A rusk or sandwich must be served with the late-night or early-morning beverage if the period between supper and the next day's breakfast exceeds 12 hours .
3.	A serving of fruit , or as substitute, fruit juice must be provided at least once per day ; however, juice may not replace fruit more than 3 times per week in normal diets.
4.	Soup must be available throughout the day and year for patients with poor appetite, patients on special diets and late admissions.
5.	Lunch and supper dishes must be interchangeable .
6.	Coffee and tea must be served at least 5 times a day .
7.	Portion specifications and portion quantities must be provided for daily meals and snacks.
8.	Portion sizes must be specified for vegetables, salads for dinner, and gravies, spreads and garnishes for all meals, based on the example.
9.	The Recommended Dietary Allowance (RDA) or Dietary Reference Intakes (DRI) for macro and micronutrients must be indicated.

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept Do Not Comply/ Accept
	Tables (Menus):	☐ C ☐ DNC
	TABLE 1a 3-week cycle menu follows on pages 56 – 58.	
	TABLE 1b Summer menu for full adult, high-protein and low-fat diet follows on pages 59 – 60.	
	TABLE 1c Therapeutic meal guidelines follow on pages 61 – 71.	
	TABLE 2 Portion specifications follow on pages 72 – 74.	
	TABLE 3 Portion sizes follow on pages 75 – 76.	
	TABLE 4 Recommended Dietary Allowance (RDA) or Dietary Reference Intakes (DRI) for macro and micronutrients appears on page 77.	
	TABLE 5 Meal service times follow on page 77.	
	TABLE 6 Beverage service times follow on pages 78 – 82.	
	TABLE 7 Quality standards for selected products appear on page 83.	

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

Section 3 - Catering and Food Specification
TABLE 1a - Three-week cycle menu - WEEK 1

DAY	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY	
	1		2		3		4		5		6		7	
BREAKFAST														
PORRIDGE	WeetBix Milk	x2 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml
BREAD	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2
SIDE DISH	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g
PROTEIN DISH	Grated cheese	30g	Savoury mince	100g	Chicken Eggs	x2	Grated cheese	30g	Viennas	x2	Liver patty & tomato relish	60g	Chicken Eggs	x2
TEA/COFFEE	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g
LUNCH														
MAIN COURSE	POULTRY Roast chicken	130g	MINCE Curry mince	110g	STEW Brown stew	130g	POULTRY Chicken chop suey	150g	STEW Cabbage stew	200g	POULTRY Chicken lasagna	150g	STEW Tomato stew	170g
STARCH	Rice	90g	Rice	90g	Samp	80g	Rice	90g	Mealie rice	90g			Samp	80g
VEGETABLE 1	Sweet carrots	80g	Mixed vegetables	65g	Butternut	80g			Gem squash	½	Butternut	80g	Mixed vegetables	65g
VEGETABLE 2 /SALAD	Broccoli/ cauliflower & white sauce	100g	Banana salad	70g	Green beans	70g	Mixed salad	65g			3-bean salad	80g		
DESSERT/ FRUIT	Guava sponge & custard	100g					Baked pudding & custard	100g						
SUPPER														
MAIN COURSE	MEATLESS Vegetable & macaroni bake	250g	FISH Pilchards cottage pie	240g	STEW Spaghetti- vienna 'smoor'	260g	POULTRY Boerewors	100g	STEW Vetkoek Grated cheese Jam	x2 60g 15g	POULTRY Meat balls & gravy	2x 50g 50 ml	STEW Fish fingers	4x 25g
VEGETABLE 1							Mash	110g			Rice	90g	Mash	110g
VEGETABLE/ SALAD	Tomato slices	50g	Mixed salad	65g	Coleslaw	80g	Marrow ratatouille	80g	Carrot & pineapple salad	90g	Peas	65g	Beetroot salad	80g
SOUP	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml
BREAD	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1
SIDE DISH	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g

EARLY-MORNING SNACK: 06H00	Rusk or brown bread	x1	Margarine	10g	Spread/filling	15g	Tea/coffee, milk & sugar
IN-BETWEEN SNACK: 10H00 & 15H00	Fruit in season						Tea/coffee, milk & sugar
LATE-NIGHT SNACK: 20H00	Slices, brown bread	x1	Margarine	10g	Spread/filling	15g	Tea/coffee, milk & sugar

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

Section 3 - Catering and Food Specification
TABLE 1a - Three-week cycle menu - WEEK 2

DAY	SUNDAY			MONDAY			TUESDAY			WEDNESDAY			THURSDAY			FRIDAY			SATURDAY		
	8			9			10			11			12			13			14		
BREAKFAST																					
PORRIDGE	WeetBix Milk	x2 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml							
BREAD	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2							
SIDE DISH	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g							
PROTEIN DISH	Grated cheese	30g	Savoury mince	100g	Chicken Eggs	x2	Viennas	X2	Grated cheese	30g	Liver patty & tomato relish	60g	Chicken Eggs	x2							
TEA/COFFEE	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g							
LUNCH																					
MAIN COURSE	POULTRY Chutney/jam chicken	120g	STEW Green bean stew	110g	FISH Fried fish	120g	POULTRY Chicken Breyani	170g	STEW Pumpkin stew	200g	POULTRY Chicken salad	220g	MINCE Cottage pie	180g							
STARCH	Savoury rice	100g	Samp	80g	Savoury rice	100g			Samp	80g	Whole wheat roll	90g									
VEGETABLE 1	Sweet pumpkin	80g	Carrots	80g	Gem squash	½	Butternut	80g	Steamed cabbage	100g	Carrot salad	80g	Pumpkin fritters	2x 30g							
VEGETABLE 2 /SALAD	Chunky veg & white sauce	100g			Beetroot salad	80g	Broccoli	65g			Curried green bean salad	70g	Peas	65g							
DESSERT/FRUIT	Canned fruit & custard	100g					Baked pudding & custard	100g													
SUPPER																					
MAIN COURSE	MEATLESS Macaroni & egg salad	200g	MINCE Meatloaf Gravy	100g 80g	STEW Carrot stew	170g	MINCE Beef lasagna	150g	PROCESSED Cold meat	100g	MEATLESS Macaroni & cheese	260g	FISH Battered hake	100g							
STARCH			Mash	100g	Samp	80g			Potato salad	100g			Rice salad	130g							
VEGETABLE/ SALAD	Tomato slices	50g	Baby marrow	65g			Cut corn	65g	Tomato & onion salad	65g	Mixed salad	65g	Mixed veg	65g							
SOUP	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml							
BREAD	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1							
SIDE DISH	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g							

EARLY-MORNING SNACK: 06H00	Rusk or brown bread	x1	Margarine	10g	Spread/filling	15g	Tea/coffee, milk & sugar
IN-BETWEEN SNACK: 10H00 & 15H00	Fruit in season						Tea/coffee, milk & sugar
LATE-NIGHT SNACK: 20H00	Slices, brown bread	x1	Margarine	10g	Spread/filling	15g	Tea/coffee, milk & sugar

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

Section 3 - Catering and Food Specification
TABLE 1a - Three-week cycle menu - WEEK 3

DAY	SUNDAY			MONDAY			TUESDAY			WEDNESDAY			THURSDAY			FRIDAY			SATURDAY		
	15			16			17			18			19			20			21		
BREAKFAST																					
PORRIDGE	WeetBix Milk	x2 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml	Oats Milk	250g 135ml	Mealiemeal Milk	250g 135ml							
BREAD	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2	Slices, brown	x2							
SIDE DISH	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g	Margarine Jam	10g 15g							
PROTEIN DISH	Grated cheese	30g	Savoury mince	100g	Chicken Eggs	x2	Viennas	X2	Grated cheese	30g	Liver patty & tomato relish	60g	Chicken Eggs	x2							
TEA/COFFEE	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g	Milk Sugar	40ml 10g							
LUNCH																					
MAIN COURSE	POULTRY		STEW		FISH		POULTRY		STEW		POULTRY		MINCE								
	Chutney/jam chicken	120g	Irish stew	200g	Baked fish	100g	Broccoli chicken	180g	Curried beef stew	200g	Chicken á la King	180g	Mince & macaroni tart	160g							
STARCH	Savoury rice	100g	Samp	80g	Fried potato chips	120g	Rice	90g	Mealie rice	90g	Rice	90g									
VEGETABLE 1	Sweet carrots	80g	Green beans	70g	Beetroot salad	80g	Butternut	80g	Cauliflower	80g	Sweet carrots	80g	Gem squash	½							
VEGETABLE 2 /SALAD	Broccoli	65g							Mixed veg	65g	Green beans	70g	Pea salad	75g							
DESSERT/FRUIT	Chocolate fudge & custard	100g					Baked pudding & custard	100g													
SUPPER																					
MAIN COURSE	POULTRY		MINCE		MEAT		STEW		MEATLESS		FISH		PROCESSED								
	Chicken á la King	120g	Spaghetti bolognaise	160g	Meat pie	100g	Beef stew with potatoes	150g	Macaroni & cheese	260g	Fish stew	150g	Viennas	100g							
STARCH	Rice	90g			Samp	80g					Rice	90g	Hot dog rolls	x2							
VEGETABLE/ SALAD			Mixed salad	65g	Carrots	80g	Tomato & lettuce salad	75g			Chunky veg	65g	Tomato relish	50ml							
SOUP	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml	Winter only	250ml							
BREAD	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1	Slices, brown	x1							
SIDE DISH	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g	Margarine Spread/filling	10g 15g							
EARLY-MORNING SNACK: 06H00			Rusk or brown bread	x1	Margarine	10g	Spread/filling	15g	Tea/coffee, milk & sugar												
IN-BETWEEN SNACK: 10H00 & 15H00			Fruit in season					Tea/coffee, milk & sugar													
LATE-NIGHT SNACK: 20H00			Slices, brown bread	x1	Margarine	10g	Spread/filling	15g	Tea/coffee, milk & sugar												
WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING																					
BID OPENED @ 11:00																					

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

Section 3: Catering and food specification										
TABLE 1b Provincial summer menu for normal/full diet, high protein/high energy diet and low-fat diet To ensure uniformity in menus, the guide below indicates how many times per week protein-rich foods may be repeated. This is aligned with the ration scale and includes all three daily main meals.										
Meals & snacks Serving time	MENU A NORMAL/FULL DIET	MENU B HIGH PROTEIN DIET	MENU C LIGHT DIET	MENU D DIABETIC DIET	MENU E FULL LIQUID DIET	MENU F CLEAR LIQUID DIET	MENU G SOFT DIET	MENU H PROTEIN-RESTRICTED DIET	MENU I LOW-FAT DIET	MENU J PUREE DIET
EARLY-MORNING SNACK 06H00	➤ Tea/Coffee with full cream/low fat milk & sugar	➤ Tea/Coffee with full cream milk & sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar	➤ Rooibos tea with low fat milk and sweetener.	➤ Apple juice (200ml), ➤ Smooth yoghurt drink (80ml).	➤ Cordial drink, e.g. Oros/clear fruit juice, e.g. apple, grape (200ml), ➤ Black, weakly-brewed Rooibos tea with sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar. ➤ Rusk for dipping in beverage/1 Slice of brown bread with margarine and jam/ spread / filling,	➤ Tea/Coffee with full cream milk & sugar ➤ Rusk/1 slice of brown bread with margarine and jam/spread (excluding peanut butter),	➤ Tea/Coffee with low fat milk & sugar. ➤ Rusk/1 slice of brown bread with margarine and low-fat spread /filling,	➤ Tea/Coffee with full cream/low fat milk & sugar.
	➤ Rusk/1 slice of brown bread with margarine and spread (jam, peanut butter, etc),	➤ Rusk/1 slice of brown bread with margarine and protein-based spread/filling,	➤ Rusk/1 slice of brown bread with margarine and spread /filling,	➤ 1 Slice of brown bread with margarine and Marmite.						
BREAKFAST 07H00 – 7H30	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Tea/Coffee with full cream milk & sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Rooibos tea with low fat milk and sweetener.	➤ Fruit juice (2x 200ml).	➤ Clear apple juice (200ml), ➤ Clear grape juice (200 ml).	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Tea/Coffee with full cream & sugar	➤ Tea/Coffee with low fat milk & sugar.	
	➤ 2 Slices of brown bread with margarine & jam,	➤ 2 Slices of brown bread with margarine & jam,	➤ 2 Slices of brown bread with margarine and smooth jam,	➤ 1 Slice of brown bread with margarine,			➤ 2 Slices of brown bread with margarine and jam,	➤ 1 Slice of brown bread with margarine and jam/ spread (excluding peanut butter),	➤ 2 Slices of brown bread with margarine & jam,	
	➤ 2 Chicken Eggs, boiled/fried/ scrambled/ poached (1 serving - not more than 4/week),	➤ 2 Chicken Eggs, boiled/fried/ scrambled/ poached (2 servings - not more than 4/week),	➤ Protein,	➤ Protein, ➤ Side dish,		➤ Jelly (200ml), Marmite/ Bovril drink OR Oxo broth (200ml),	➤ Protein (2x chicken eggs boiled, fried, scrambled or poached),		➤ 2 Chicken eggs, boiled/ poached,	➤ Protein,
	➤ Cooked porridge/cereal with full cream/ low fat milk & sugar,	➤ Cooked porridge/cereal with full cream/ low fat milk & sugar,	➤ Cooked Porridge with milk and sugar,	➤ Cooked Porridge/Cereal	➤ Cooked Porridge (200ml), liquidized and strained, with milk and sugar.		➤ Cooked Porridge/Cereal with milk and sugar,	➤ Dry breakfast cereal/ Porridge with milk and sugar,	➤ Cooked porridge/ cereal with full cream/low fat milk & sugar,	➤ Cooked Porridge, Mealie meal (250ml),
	➤ Fruit - Sundays only.	➤ Fresh fruit or fruit juice	➤ Fresh fruit, stewed fruit or fruit juice.	➤ Fruit.			➤ Fresh, soft fruit/fruit juice.	➤ Fruit/ Fruit juice (150ml) - Low Potassium.	➤ Fruit - Sundays only.	➤ Fruit juice, apple (160ml).
MID-MORNING SNACK 10H00	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Tea/Coffee with full cream milk & sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Rooibos tea with low fat milk and sweetener. ➤ 1 Slice of brown bread/ Pro Vita (3 biscuits) with margarine and cheese,	➤ Nutrition supplement (200ml), ➤ Fruit puree (80ml),	➤ Black, weakly-brewed Rooibos tea with sugar. ➤ Cordial drink, e.g. Oros/clear fruit juice, e.g. apple, grape (200ml),	➤ Tea/Coffee with full cream/low fat milk & sugar OR cool drink.	➤ Tea/Coffee with full cream milk & sugar	➤ Tea/Coffee with low fat milk & sugar	➤ Oral supplements, (200ml).
	➤ Fruit in season,	➤ Fruit in season,	➤ Fruit juice (175ml),				➤ Soft fruit in season,	➤ Fruit in season,	➤ Fruit in season,	
LUNCH 12H30 – 13H00	➤ Fruit juice,	➤ Fruit juice,	➤ Fruit juice (175ml).	➤ Tea/Coffee with low fat milk and sweetener & fruit	➤ Milkshake (200ml), ➤ Nutrition supplement (200ml).	➤ Clear apple juice (200ml), ➤ Clear grape juice (200ml), ➤ Marmite/ Bovril drink OR Oxo broth (200ml), ➤ Black, weakly-brewed Rooibos tea with sugar.	➤ Fruit juice.	➤ Starch,	➤ Fruit juice,	➤ Pureed stewed-apple/ Juice.
	➤ Starch,	➤ Starch,	➤ Starch,	➤ Starch,			➤ Starch,		➤ Starch,	
	➤ 2 Vegetables OR 1 Vegetable & 1 salad,	➤ 2 Vegetables OR 1 Vegetable & 1 salad,	➤ 2 Vegetables (1 green, 1 yellow), ➤ Soup (optional; winter only),	➤ 2 Vegetables OR 1 Vegetable & 1 salad,	➤ Home-made soup, strained (200 ml),		➤ 2 Vegetables (1 green, 1 yellow), ➤ Soup (optional; winter only),	➤ 2 Vegetables OR 1 Vegetable and 1 salad (Low Potassium), Soup (optional),	➤ 2 Vegetables OR 1 Vegetable & 1 salad,	➤ Pureed vegetables (pumpkin), ➤ Pureed potato (mashed)/ sweet-potato,
	➤ Protein main dish,	➤ Protein main dish,	➤ Protein,	➤ Protein,			➤ Protein,	➤ Main dish (60g OR 90g meat),	➤ Protein main dish,	➤ Pureed meat/ chicken,
	➤ Dessert – Wednesdays and Sundays only.	➤ Dessert – Wednesdays and Sundays only.	➤ Dessert (Sundays & Wednesdays only),		➤ Jelly and custard (200ml),	➤ Jelly (200ml),	➤ Dessert (Sundays & Wednesdays only),	Desert (optional),	➤ Dessert – Wednesdays and Sundays only.	

Section 3: Catering and food specification										
TABLE 1b		Provincial summer menu for normal/full diet, high protein/high energy diet and low-fat diet								
		To ensure uniformity in menus, the guide below indicates how many times per week protein-rich foods may be repeated. This is aligned with the ration scale and includes all three daily main meals.								
Meals & snacks	MENU A	MENU B	MENU C	MENU D	MENU E	MENU F	MENU G	MENU H	MENU I	MENU J
Serving time	NORMAL/FULL DIET	HIGH PROTEIN DIET	LIGHT DIET	DIABETIC DIET	FULL LIQUID DIET	CLEAR LIQUID DIET	SOFT DIET	PROTEIN-RESTRICTED DIET	LOW-FAT DIET	PUREE DIET
MID-AFTERNOON SNACK 15:00	➤ Fruit in season/100% fruit juice,	➤ Fruit in season/100% fruit juice,	➤ Fruit juice (375ml),	➤ 1 Slice of brown bread / Pro Vita (3 biscuits) with margarine and cheese,	➤ Smooth yoghurt drink (80ml),	➤ Cordial drink, e.g. Oros/clear fruit juice, e.g. apple, grape (200ml),	➤ Fresh, soft fruit in season,	➤ Fruit in season/100% fruit juice,	➤ Fruit in season/100% fruit juice,	➤ Oral supplements (200ml)
	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Tea/Coffee with full cream milk & sugar.	➤ Tea/Coffee with milk and sugar OR cool drink.	➤ Tea/Coffee with low fat milk and sweetener & fruit	➤ Apple juice (200ml).	➤ Black, weakly-brewed Rooibos tea with sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar OR cool drink.	➤ Tea/Coffee with full cream milk & sugar	➤ Tea/Coffee with low fat milk & sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar.
SUPPER 17:30-18:00	Tea/Coffee with full cream/low fat milk & sugar.	Tea/Coffee with full cream milk & sugar.	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Tea/Coffee with low fat milk and sweetener & fruit	➤ Tea/Coffee with full-cream milk.	➤ Clear apple juice (200ml),	➤ Tea/Coffee with full cream/low fat milk & sugar.		Tea/Coffee with low fat milk & sugar.	➤ Fruit juice, grape (160ml).
	➤ Protein, main dish,	➤ Protein, main dish,	➤ Protein,	➤ Protein,		➤ Clear grape juice (200ml),	➤ Protein,	➤ Main dish (30g OR 60g meat),	➤ Protein, Main dish,	➤ Pureed meat/chicken egg,
	➤ 1 Vegetable OR 1 Salad,	➤ 1 Vegetable OR 1 salad,	➤ Cooked vegetables,	➤ Vegetables,	➤ Smooth yoghurt OR Milk drink, e.g. Milo (200ml),	➤ Marmite/ Bovril drink OR Oxo broth (200ml),	➤ Cooked vegetables,	➤ 1 Vegetable OR 1 Salad (Low Potassium),	➤ 1 Vegetable OR 1 salad,	➤ Pureed vegetables (carrots),
	➤ Starch,	➤ Starch,	➤ Starch,	➤ Starch,	➤ Jelly and custard (200ml),	➤ Jelly (200ml),	➤ Starch,	➤ Starch,	➤ Starch,	➤ Pureed potato (mashed)/ sweet potato,
	➤ 1 Slice of brown bread with margarine and spread (jam, peanut butter, etc)	➤ 1 Slice of brown bread with margarine and protein-based spread /filling.	➤ 1 Slice of brown bread with margarine and smooth jam,	➤ 1 Slice of brown bread with margarine and spread,		➤ Black, weakly-brewed Rooibos tea with sugar.	➤ 1 Slice of brown bread with margarine and jam/ spread / filling,	➤ 1 Slice of brown bread with margarine and jam/ spread (excluding peanut butter),	➤ 1 Slice of brown bread with margarine and low-fat spread /filling.	
	➤ Soup (optional; winter only),	➤ Soup (optional; winter only),	➤ Soup (optional; winter only),		➤ Home-made soup, strained (200ml),		➤ Soup (optional; winter only),	➤ Soup (optional),	➤ Soup (optional; winter only),	
LATE-NIGHT SNACK 21:00	➤ Tea/Coffee with full cream/low fat milk & sugar.	➤ Tea/Coffee with full cream milk & sugar.	➤ Tea/Coffee with milk and sugar OR cocoa.	➤ Tea/Coffee with low fat milk and sweetener & fruit		➤ Black, weakly-brewed Rooibos tea with sugar,	➤ Tea/Coffee with milk and sugar, OR Milk/ Yoghurt/ Milk drink	➤ Tea/Coffee with full cream & sugar	➤ Tea/Coffee with low fat milk & sugar	➤ Oral supplements (200ml)
	➤ 1 Slice of brown bread with margarine and spread (jam, peanut butter, etc),	➤ 1 Slice of brown bread with margarine and protein-based spread /filling,	➤ Rusk/biscuit,	➤ 1 Slice of brown bread/ Pro Vita (3 biscuits) with margarine and cheese,	➤ Custard (200ml),	➤ Cordial drink, e.g. Oros/clear fruit juice, e.g. apple, grape (200ml).		➤ Rusk/1 slice of brown/white bread with margarine and jam/spread (excluding peanut butter)	➤ 1 Slice of brown bread with margarine and low-fat spread /filling,	➤ Custard (200ml)

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(i) HIGH PROTEIN DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet similar to full adult/normal diet, but comprising 1½ times a full diet to provide more energy & protein to patients. Protein content of diet may be increased by: - adding eggs to porridge & soup, - serving peanut-butter sandwiches as snack, - serving high-protein drinks e.g. egg-flips & Build Up. Indications To provide nutrition to patients - - who are malnourished, - who have suffered burns or major trauma - after major surgery.	See Provincial summer menu for high protein diet in Table 1B, proposed meal plan for high protein diet under Menu B, item 2 on form WCBD3.2.	-	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(ii) LIGHT DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with simple, easily digestible food. Food must not be rich, highly-seasoned or contain harsh fibre.			
Indications To provide easily digestible nutrition to patients - ➤ with irritable bowel disease e.g. peptic ulcers, hiatus hernias or other irritations of the gut/gastro-intestinal disturbances (diverticulosis), ➤ with acute infections, ➤ post-operatively after surgery			
	Milk & milk products		
	Milk and milk products in any form mild Cheddar & Goude cheese, cottage cheese, cream.	Milo, cocoa. Strong, flavoured cheese.	
	Beverages		
	All beverages, e.g., tea (Ceylon & Rooibos), coffee, fruit juice (including tomato juice) & fruit shakes without fibre/pieces.	Strong tea/coffee, carbonated drinks, alcohol.	
	Eggs		
	Soft-boiled, scrambled, poached, omelet	Hard-boiled, fried eggs	
	Meat, fish & poultry		
	Lean red meat, lean mince, liver Fish boiled, steamed Chicken & other poultry without skin	Fatty & processed meat e.g., bacon, sausage (wors), polony Grilled/smoked fish, meat or poultry	
	Fruit & vegetables		
	Fruit - ripe avocado, pawpaw, banana, canned or stewed skinless apples, apricots, peaches, pears, all juices, strained (excluding acidic juices)	Raw fruit, except as listed, stewed or canned berries, fruit with skin; dried fruit including raisins	
	Vegetables, beetroot, carrots, pumpkin, gem squash, butternut, baby marrows.	Strongly flavored & gas-forming vegetables - baked beans, broccoli, peas, cabbage, cauliflower, cucumber, onion, turnip, raw vegetables, fried, baked, roasted or pickled vegetables.	
	Bread & grains		
	Brown bread, cream crackers	Whole-wheat bread, & biscuits e.g., Provita, etc.	
	Cereal/porridge - Cornflakes, Rice Crispies, Tasty Wheat, mealie meal, Maltabella, strained oats	Coarse cereal & coarse whole-grain cereal e.g., WeetBix, muesli, granola, unstrained oats	
	Other starches		
	Potato boiled without skin/mashed, sweet potato	Baked potato, corn (mealies)	
	Fats & oils		
	Butter, margarine, oil, smooth peanut butter.	Fried or greasy food, mayonnaise, salad-dressings	
	Soup		
	Creamed vegetable soup	Bean & pea soup	
	Sauces		
	White sauce, light cheese sauce.	Gravy, chutney, Worcestershire sauce	
	Seasoning/flavouring		
	Seasoning - salt, mild spices & seasoning in moderation	Pepper, vinegar, mustard, curry & other hot spices, relish/achar	
	Dessert, sweets, spreads		
	Plain cake or biscuits, custard, jelly, plain ice-cream, rice, sago or bread pudding, Syrup, smooth jam, honey.	Desserts made with dried fruit or nuts, pastries, rich puddings or cake, Spread - Marmalade.	

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(iii) DIABETIC DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with food from the low and medium glycemic index categories in Table 1d. Diet must contain increased fibre, and decreased fat and salt. Three meals with three snacks must be consumed. Fresh fruit/fruit salad may be served as dessert. No sugar, syrup, honey, or foods containing these products must be served.	Milk & milk products Low fat/fat free milk & dairy products e.g., unsweetened yoghurt, cottage cheese	Full cream milk & milk products Sweetened yoghurt	
	Beverages Tea (Ceylon & Rooibos), coffee without sugar, unsweetened or diluted vegetable & fruit juice form low or intermediate GI fruit & vegetables, sugar free cold drinks & cordials	Strong tea/coffee with sugar, carbonated & sports drinks	
	Meat, fish & poultry Lean red meat, lean mince Fish boiled, steamed Chicken & other poultry without skin	Fatty, processed & grilled meat, fish & poultry	
	Fruit & vegetables Fresh fruit - all deciduous fruit e.g. apricots, cherries, peaches, plums, pears, apple, etc. All citrus fruit e.g., orange, naartjie, grapefruit, etc. Kiwi & grapes (controlled portions). In moderation - tropical fruit e.g., banana, mango, pawpaw, pineapple & litchi. Dried fruit - sultanas, dates & raisons (controlled portions). Vegetables: spinach, beans, broccoli, cauliflower, cabbage, marrow, peas, onion, mushroom, cucumber, lettuce, tomato, pepper.	Fruit canned in syrup Sweet melon & watermelon Dried fruit rolls Juice, Sweetened vegetables, (e.g. Pumpkin, Hubbard squash, butternut, parsnip, turnip, etc..)	
	Bread & grains Whole-wheat/brown/seed bread with added grain kernels/oat bran (Duens dumpy, Albany) Whole-wheat & digestive biscuits e.g. Pro-Vita Cereal/porridge – All Bran/High Fibre Bran flakes, fine form muesli Pro Nutro wholewheat original & apple bake Raw oat bran & digestive bran Cold mealie meal & whole oats	Regular white, brown & whole-wheat bread; bread rolls & baked goods made with cake, bread & whole-wheat flour & added sugar Rice cakes, snack bread, cream crackers, water biscuits WeetBix, Nutrific, Special K, corn flakes, rice crispies, toasted muesli, puffed wheat Pro Nutro, flavors other than original & apple bake Maltabella	
Indications To provide nutrition with the appropriate glycemic index to patients - ➤ with diabetes mellitus, ➤ weight loss, ➤ reactive hypoglycaemia			
See Glycaemic Index overleaf.			

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(iii) DIABETIC DIET (continued)			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with food from the low and medium glycemic index categories in Table 1d. Diet must contain increased fibre, and decreased fat and salt. Three meals with three snacks must be consumed. Fresh fruit/fruit salad may be served as dessert. No sugar, syrup, honey, or foods containing these products must be served.	Other starches All dried & canned beans (baked beans, butte beans), peas, lentils Boiled barley, barley wheat, crushed wheat, bulgur wheat, buckwheat		
	Fats & oils Margarine Sunflower/olive oil Low fat salad dressing	Salad cream, salad dressing & mayonnaise	
	Dessert, sweets, spreads Low fat/fat free custard, sweetened & unsweetened Low fat/fat free ice cream, sweetened & unsweetened Sugar free jam (Naturelite, St Dalfour) & raw honey Sugar free sweets	Boiled & jelly-type sweets Commercial honey	
Indications To provide nutrition with the appropriate glycemic index to patients - ➤ with diabetes mellitus, ➤ weight loss, ➤ reactive hypoglycaemia			
See Glycaemic Index overleaf.			

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

GLYCEMIC INDEX FOR DIABETIC DIET

	LOW GI (0 – 55)	INTERMEDIATE GI (56 – 69)	HIGH GI (70 AND ABOVE)
	<i>Eat most of the time.</i>	<i>Eat in moderation.</i>	<i>Try to avoid or eat after strenuous exercise or when experiencing low blood sugar levels. Try to combine with a low GI food.</i>
DAIRY	Low fat/ fat free milk (plain and flavoured) Low fat/ fat free yoghurt (plain and sweetened) Low fat/fat free custard (sweetened and unsweetened) Low fat ice-cream (sweetened and unsweetened)	None	None
CEREALS	ProNutro wholewheat (original and apple bake) High fibre bran; some mueslis e.g. fine form Cold mealie meal, oats (whole flakes) Oat bran (raw), digestive bran	Strawberry Pops, Fruitful Bran, ProNutro, Tasty Wheat, instant oats, corn pops, Frosties, Choco's, shredded wheat, All Bran flakes, mealie meal – reheated	WeetBix, Nutrific, Maltabella, puffed wheat, ProNutro (original, banana, strawberry, chocolate and honey melt), rice crispies, cornflakes, Special K, toasted muesli
BREAD	Provita Seed loaf, pumpernickel Any other bread made with lots of whole kernels, crushed wheat (e.g. Albany or Duens dumpy) oats and/or oat bran	Rye bread, Ryvita Pita Bread Rolled barley	All brown, white and regular wholewheat bread All bread rolls and anything made with cake flour, bread flour and wholewheat flour Rice cakes, Snack bread, cream crackers, water biscuits
STARCHES	Legumes: all dried and canned beans, peas, lentils, pea dhal, baked beans and butter beans Boiled barley, barley wheat, crushed wheat Bulgur, buckwheat Pasta (100% Durum wheat /Durum semolina) Sweet potato, mealies/corn Long grain and wild rice	Sweet corn (canned) Basmati rice Brown rice with lentils Baby potatoes – with skin Couscous Samp and beans	All boiled, mashed, baked and fried potatoes Minute noodles Rice Samp Mealie rice Millet Pasta (normal wheat flour)
FRUIT	All deciduous fruit, i.e. apricots, cherries, peaches, plums, pears, apples etc. All citrus fruit (oranges, naartjies, grapefruit) Kiwi and grapes (watch portions!)	Tropical fruit, i.e. banana, mango, pawpaw, pineapple and litchi Dried fruit: sultanas, dates and raisins (watch portions!)	Watermelon and sweet melons Dried fruit rolls
VEGETABLES	All those that are not intermediate or high GI e.g. beans, broccoli, cauliflower, cabbage, onion, mushroom, cucumber, lettuce, marrows, peas, peppers, tomato etc.	Beetroot, spinach	Carrots and carrot juice, pumpkin, Hubbard squash, butternut, parsnips, turnips
SNACKS/SUGAR	Fructose: not more than 20g (4 tsp) per day. Sugar-free sweets Sugar-free spread e.g. St Dalfour, Naturelite Homemade low-fat popcorn	Digestive biscuits Low fat biscuits containing oats/oat bran Low fat bran/fruit muffins or pancakes Low fat oatmeal crumpets Raw honey, spread, sugar	Sweets – boiled and jelly type Marie biscuits Commercial honey Glucose Maltose
DRINKS	Sugar-free cold drink Juice of low GI fruits: only 1-2 glasses per day	Juice of intermediate GI fruits – only 1 glass of diluted juice Regular cool drink: cordials and soft drinks	Sports/energy drinks, e.g. Energade, Powerade, Lucozade

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(iv) FULL LIQUID DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with foods at room temperature that are liquid or liquefied. Diet should contain sufficient protein, carbohydrates, fats, vitamins & minerals to ensure nutritional adequacy. Patients on prolonged fluid diet may require vitamin & mineral supplements. If patient is lactose-intolerant after surgery, lactose-free products, buttermilk & yoghurt must be used. Diet is high in cholesterol & fat; fat-free products & sunflower oil must be used for patients with high cholesterol. Yoghurt or orange juice must be used for patients who prefer non-sweetened products. Meat, fish & chicken puree & eggs may be added to soup to increase substance & nutritional value. Indications To provide nutrition to patients who are unable to swallow or chew solid foods, e.g. patients - ➤ who have broken jaws/have undergone mouth, throat or jaw surgery ➤ who are transitioning between clear fluid diet & light, soft diet, ➤ who are acutely ill.	Milk and milk products Milk & milk drinks - in any form, smooth yoghurt, Yogi-Sip, milkshakes Beverages Tea, coffee, iced tea, vegetable & fruit juice, fruit squash, fruit shakes without fibre/pieces, Ensure, Build Up. Eggs In soup & custard Bread & grains Porridge - thin, strained (liquid) porridge Soup Strained soup and broth Dessert, sweets, spreads Jelly, custard, ice-cream sugar, syrup, honey	Any food not liquid or liquefied at room temperature	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(v) CLEAR FLUID DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with foods at body temperature that are clear and liquid or liquefied. Diet is not nutritionally adequate and should not be used for more than 1-2 days. Indications To provide temporarily-limited nutrition to patients – ➤ who are preparing for bowel surgery ➤ who are in Stage 1 diarrhoea feeding programme ➤ who are unable to tolerate solid food due to nausea, vomiting, diarrhoea & appetite loss, ➤ who cannot yet tolerate solid food after surgery.	Beverages Black tea or coffee, iced tea, strained fruit juice, clear fruit juice, e.g. grape, apple & litchi, carbonated drinks		
	Milk & milk products, dairy-fruit juice mixes, fruit juice with fibre/pieces.		
	Bread & grains		
	Thin, strained (liquid) porridge		
	Soup		
	Soup - fat-free broth, bouillon/consommé, e.g., Bovril		
Thick home-made soup			
Dessert, sweets, spreads			
Dessert - plain jelly			
Custard			

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(vi) SOFT DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with foods in soft, easily chewable form. Mild herbs, spices & flavourings/seasonings e.g. parsley, cinnamon, salt may be used. Preferred cooking methods for meat, fish & poultry – steam, stew, boil, oven-bake & microwave. Avoid greasy & gas-forming food; it affects the gastric emptying rate. Sufficient fluids should be consumed to prevent dehydration.	Milk and milk products Yoghurt, milk beverages Cheese – cheddar & sweet milk cheese, cottage cheese	Any foods that are hard to chew Hard cheese other than cheddar & sweet milk	
Indications To provide easily-chewable nutrition to patients – ➤ who have trouble eating due to mouth/throat sores, ➤ who have trouble swallowing e.g. due to oesophageal stenosis, ➤ with no teeth/badly fitting dentures, ➤ who are otherwise unable to chew hard foods.	Eggs Soft boiled, scramble and poached.	Hard-boiled, fried	
	Meat, fish & poultry Soft-cooked/flaked/diced/minced piece of meat, fish or chicken; fish cakes.	Fried/roasted meat, fish or poultry Fatty meat with bones and sinews	
	Fruit & vegetables Soft ripe fruit e.g., banana, paw-paw, pear, watermelon, sweet melon Stewed fruit, baked apple. Steamed prunes for breakfast/dessert in cases of constipation	Hard fruit, e.g. pineapples, raw apples, pears Dried fruit	
	Cooked, soft vegetables	Raw or hard, cooked vegetables, e.g., corn; gas-forming vegetables	
	Bread & grains Soft brown bread, pasta & rice	Whole-wheat bread & whole-wheat products, toast, vetkoek	
	Cereal/porridge - cooked porridge e.g., Tasty Wheat, mealie meal, Maltabella, oats	Hard cereal, e.g. muesli, granola	
	Other starches Potato boiled without skin/mashed, sweet potato	Baked potato	
	Dessert, sweets, spreads Dessert - soft puddings		

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(vii) RENAL/PROTEIN RESTRICTED DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet containing foods with restricted protein content. Diet must be prescribed to patients by dietician/medical practitioner only. Indications To provide nutrition with limited protein content to patients with renal diseases.	Milk and milk products		
	Milk for beverages & porridge/cereal (125ml per day)	Cheese & cheese spread	
	Beverages		
	Tea, coffee, fruit juice	Beverages - high-protein shakes, e.g. Build Up.	
	Meat, fish & poultry		
	Pure meat, fish & poultry steamed, stewed, boiled, oven-baked & grilled, 60/90g for lunch & 30/60g for supper for 40/60g renal diets respectively	Commercial cold meat, canned meat & fish, sausage (wors)	
	Fruit & vegetables		
	Fresh, stewed & canned fruit	Any canned products except fruit and corn (mealies)	
	Fresh (raw) & cooked vegetables, canned whole-kernel corn & sweetcorn		
	Soup		
Clear broth, Oxo/Bovril drinks	Quick (instant) and canned soup		
Dessert, sweets, spreads			
Jam, syrup, honey	Peanut butter, meat spread, fish spread Snacks - any nuts, biltong, droëwors		

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(viii) LOW FAT DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition Diet with restricted cholesterol & saturated fat content (dietary cholesterol & saturated fat supplied by foods of animal origin). Indications To provide low fat nutrition to patients with elevated cholesterol levels, to lower their blood cholesterol & reduce heart disease	See Provincial summer menu for high protein diet in Table 1b, and proposed meal plan for low fat diet under Menu H, item 8 on form WCBD3.2.	-	

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 1c	THERAPEUTIC MEAL GUIDELINES	C	DNC
(ix) PUREE DIET			
Definition & Indications	Foods allowed	Foods to avoid	
Definition: The diet is designed for people who have moderate to severe dysphagia and who cannot chew or swallow safely.	Pureed foods or foods of puree texture with a thick, moist consistency. Fluids in the food are as thick as the puree itself, homogenous consistency – not separating.	Solid chunks of food. Seeds, bits of skin, husk, and lumps. Mixed consistency foods.	
Description: - Food that has been pureed or has a puree texture , which <u>does not require chewing</u> . - Homogenous and cohesive consistency , which is smooth and lump free. (NO lumps, fibres, bits of skin, husk, particles etc.). It may however have a grainy quality. - It should be thick enough to hold its shape when scooped in a plate. - It should be moist and not too sticky in the mouth. - <u>Should not be liquid at body temp.</u> E.g. No Ice-cream and jelly. - Fluid should not separate out from the pureed food. - The diet should be nutritionally complete. - Porridge should be smooth but not runny with no husk/ lumpy bits, e.g. mielie/ maltabelle/ tastywheat.	Porridge Made from powder/finely grounded flour (mealie meal, tasty wheat, Maltabella), Wheetbix fully soaked/ softened.	Oats porridge.	
	Milk and milk products	Hard cheeses, chunky cottage cheese, yoghurt with fruit bits.	
	Chicken Eggs	Hard boiled, baked, omelette.	
	Vegetables	Water separating off from vegetables. Tough and stringy vegetables, peas, green beans.	
	Starches	Rice, Samp.	
	Meat, Poultry, Fish	Coarsely pureed meat with tough bits. Tough, dry meat. Fish bones.	
	Puddings/sweets	Ice cream, jelly.	
Indications: ➤ Patients with neurological disorders affecting the swallow reflex, e.g. CVAs. ➤ May also be used in some cases of dementia, Alzheimer and some frail elderly patients. ➤ Patients with cancer of the oesophagus, - post dilatation and/ or stent progressing to soft diet.	Custard, mousse.	WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 18 OCT 2024 1) 2) SIGNED SIGNED	
IMPORTANT			
All therapeutic diets shall adhere to the portion specification for a normal diet , with the adaptation of snacks and the use of jam and sugar according to specific dietary requirements, except fluid diets and special diets where proteins and/or fats are either restricted or increased (e.g. low protein, high protein, weight-reducing etc).			

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION			Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):			Comply/ Accept	Do Not Comply/ Accept
TABLE 2	PORTION SPECIFICATIONS			C	DNC
Meals	Dishes and drinks	Food items	Quantity specified		
EARLY-MORNING SNACK	Beverage	Tea/coffee - e.g., Joko, Five Roses/Ricoffy	2.7g		
		Milk	40ml		
		Sugar/sweetener	10g/1 sachet		
	Side dish	Rusk - preferably whole what, buttermilk/ commercially wrapped rusk Brown bread	50g		
		Brown bread	1x slice		
		Margarine	10g		
BREAKFAST		Spread/filling	15g		
Porridge/cereal	Weetbix/oats/mediameal	2/250g			
	Milk	135ml			
	Sugar/sweetener	10g/1 sachet			
Side dish	Brown bread	1x slice			
	Margarine	10g			
	Spread/filling	15g			
Protein	Either/or:				
	Grated cheese	30g			
	Eggs	2			
	Savoury mince	100g			
	Viennas	2			
	Liver patty & tomato relish	60g			
MID-MORNING & MID-AFTERNOON SNACK	Beverage	Tea/coffee	1.5g - 2.5g		
		Milk	40ml		
		Sugar/sweetener	10g/1sachet		
	Beverage	Tea/coffee	1.5g - 2.5g		
		Milk	40ml		
		Sugar/sweetener	10g/1 sachet		
LUNCH	Main Course	Fruit in season	1 portion/see Table 3a		
		Either/or:			
		Chicken salad	220g		
		Pumpkin/Irish stew	200g		
		Cottage pie/chicken a la king/broccoli chicken	180g		
		Chicken breyani	170g		
		Green bean/tomato stew	170g		
		Mince & macaroni tart	160g		
		Chicken chop suey/lasagna	150g		
		Curried beef stew	140g		
		Roast jam/chutney chicken	130g		
		Fried fish/brown stew	130g		
		Curry mince	110g		
		Baked fish	100g		
	Starch	Either/or:			
		Fried chips	130g		
		Savoury rice	100g		
		Mielie/plain white rice	90g		
		Wholewheat roll	90g		
		Samp	80g		

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION			Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):			Comply/ Accept	Do Not Comply/ Accept
TABLE 2	PORTION SPECIFICATIONS			C	DNC
Meals	Dishes and drinks	Food items	Quantity specified		
LUNCH (continued)	Vegetables/salad	Either/or:			
		Cauliflower/chunky vegetables & white sauce	100g		
		Sweet carrots/carrots/pumpkin/butternut	80g		
		Pea salad	75g		
		Banana salad	70g		
		Broccoli/peas/mixed vegetables	65g		
		Mixed/beetroot salad	65g		
		Gem squash	½		
	Dessert	Either/or:			
		Baked pudding and custard	100g		
		Chocolate fudge and custard	100g		
		Guava sponge and custard	80g		
SUPPER	Main course	Either/or:			
		Macaroni & cheese	260g		
		Spaghetti-vienna smoor	260g		
		Vegetable & macaroni bake	250g		
		Pilchards cottage pie	240g		
		Macaroni & egg salad	200g		
		Carrot stew	170g		
		Spaghetti bolognaise	160g		
		Beef lasagna	150g		
		Fish stew	150g		
		Beef stew with potatoes	130g		
		Chicken a la king	130g		
		Battered hake	100g		
		Boerewors	100g		
		Cold meat	100g		
		Meat Pie	100g		
		Viennas	100g		
		Fish fingers	4 x 25g		
		Meatloaf & gravy	100g + 80ml		
		Meatballs & gravy	2x 50g + 50ml		
		Vetkoek with grated cheese & jam	2 + 60g + 15g		
	Starch	Either/or:			
		Rice salad	130g		
		Potato salad	100g		
		Rice	90g		
		Samp	80g		
		Mashed potato	50g		
	Vegetables/salad	Either/or:			
		Carrot & pineapple salad	90g		
		Marrow ratatouille	80g		
		Baby marrow	65g		
		Beetroot salad	65g		
		Cut corn	65g		
		Mixed vegetables	65g		
		Mixed salad	65g		
		Peas	65g		
		Tomato & onion salad	65g		
		Tomato slices	50g		
	Side dish	Soup (winter only)	250ml		
		Brown bread	1x slice		

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION			Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):			Comply/ Accept	Do Not Comply/ Accept
TABLE 2	PORTION SPECIFICATIONS			C	DNC
Meals	Dishes and drinks	Food items	Quantity specified		
LATE-NIGHT SNACK	Beverage	Tea/coffee - e.g., Joko, Five Roses/Ricoffy	2.7g		
		Milk	40ml		
		Sugar/sweetener	10g/1 sachet		
	Side dish	Brown bread	1x slice		
		Margarine	10g		
		Spread/filling	15g		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'																																																																																																																																																																					
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept																																																																																																																																																																				
TABLE 3	PORTION SIZES (COOKED) The contractor must ensure that portions comply with the size/weights specified by using portion spoons and scales during meal preparation and serving.	C	DNC																																																																																																																																																																				
	<table border="1"> <thead> <tr> <th>Food items/dishes</th><th>Portion size/weight</th><th>Food items/dishes</th><th>Portion size/weight</th></tr> </thead> <tbody> <tr> <td>Fruit juice</td><td></td><td>Starches</td><td></td></tr> <tr> <td>Apple juice</td><td>½ cup/135ml</td><td>Potatoes, mashed</td><td>110g</td></tr> <tr> <td>Fruit juice blend, 100%</td><td>80ml</td><td>Potatoes, parsley</td><td>100g</td></tr> <tr> <td>Grape juice</td><td>100ml</td><td>Rice, plain white</td><td>60g - 100g</td></tr> <tr> <td>Guava juice</td><td>½ cup/135ml</td><td>Rice, savoury</td><td>75g - 100g</td></tr> <tr> <td>Mango juice</td><td>½ cup/135ml</td><td>Rice, yellow</td><td>75g - 100g</td></tr> <tr> <td>Orange juice</td><td>½ cup/135ml</td><td>Samp</td><td>90g</td></tr> <tr> <td>Pear juice</td><td>½ cup/135ml</td><td>Sweet potato, glazed</td><td>80g</td></tr> <tr> <td>Porridge, cooked</td><td></td><td>Dessert</td><td></td></tr> <tr> <td>Mealie meal</td><td>100g</td><td>Baked dessert</td><td>80g - 100g</td></tr> <tr> <td>Oats</td><td>100g</td><td>Dessert whip</td><td>80g</td></tr> <tr> <td>Canned fruit, Choice Grade</td><td></td><td>Fresh Fruit</td><td></td></tr> <tr> <td>Apricot halves</td><td>4 x 35g/135ml/½ cup</td><td>Apple, Grade 1</td><td>1 small/130g</td></tr> <tr> <td>Apple pie</td><td>90g slice/1 serving</td><td>Apricot, Grade 1</td><td>Medium/2 x 35g</td></tr> <tr> <td>Fruit Cocktail</td><td>150g/187ml/¾ cup</td><td>Banana, Grade 1</td><td>1 small/180g</td></tr> <tr> <td>Guava, halves</td><td>2x 90g/180g</td><td>Fruit salad</td><td>100g - 125g/½ cup</td></tr> <tr> <td>Pear, halves</td><td>2x 62.5g/125g/½ cup</td><td>Grapes, Standard Grade</td><td>100g</td></tr> <tr> <td>Pineapple, rings</td><td>2x 50g rings/½ cup</td><td>Naartjie, Choice Grade</td><td>2 medium/ 150g</td></tr> <tr> <td>Pineapple, pieces</td><td>135g/187ml/¾ cup</td><td>Orange, Choice Grade</td><td>1 medium/ 180g</td></tr> <tr> <td>Dried Fruit</td><td></td><td>Pear, Choice Grade</td><td>1 small/100g</td></tr> <tr> <td>Stewed dried fruit</td><td>50g</td><td>Peach, Choice Grade</td><td>180g</td></tr> <tr> <td>Apricots, cooked</td><td>80g</td><td>Pineapple, Choice Grade</td><td>3 thin slices/135g</td></tr> <tr> <td>Apple rings, cooked</td><td>80g</td><td>Watermelon, Choice Grade</td><td>1 wedge/250g</td></tr> <tr> <td>Pears, cooked</td><td>80g</td><td></td><td></td></tr> <tr> <td>Raisins</td><td>30g</td><td></td><td></td></tr> <tr> <td>Chicken</td><td></td><td>Mince</td><td></td></tr> <tr> <td>Broccoli chicken</td><td>180g</td><td>Beeferoni</td><td>150g</td></tr> <tr> <td>Chicken a la king</td><td>200g</td><td>Bobotie</td><td>90g</td></tr> <tr> <td>Chicken breyani</td><td>160g</td><td>Cottage pie</td><td>150g</td></tr> <tr> <td>Chicken chop suey</td><td>150g</td><td>Curried mince</td><td>100g</td></tr> <tr> <td>Chicken lasagna</td><td>150g</td><td>Lasagna</td><td>150g</td></tr> <tr> <td>Chicken macaroni dish</td><td>170g</td><td>Meatballs</td><td>50g x2/100g</td></tr> <tr> <td>Chicken noodle salad</td><td>170g</td><td>Meatloaf</td><td>100g</td></tr> <tr> <td>Chicken stew</td><td>110g</td><td>Mexican beef</td><td>170g</td></tr> <tr> <td>Chutney chicken</td><td>130g</td><td>Mince breyani</td><td>160g</td></tr> <tr> <td>Curried chicken</td><td>130g</td><td>Mince & macaroni tart</td><td>160g</td></tr> <tr> <td>Hawaiian chicken</td><td>130g</td><td>Savoury mince</td><td>100g</td></tr> <tr> <td>Jam chicken</td><td>130g</td><td>Spaghetti bolognaise</td><td>160g</td></tr> <tr> <td>Liqui-fruit chicken</td><td>130g</td><td></td><td></td></tr> <tr> <td>Roast chicken & gravy</td><td>130g</td><td></td><td></td></tr> </tbody> </table>	Food items/dishes	Portion size/weight	Food items/dishes	Portion size/weight	Fruit juice		Starches		Apple juice	½ cup/135ml	Potatoes, mashed	110g	Fruit juice blend, 100%	80ml	Potatoes, parsley	100g	Grape juice	100ml	Rice, plain white	60g - 100g	Guava juice	½ cup/135ml	Rice, savoury	75g - 100g	Mango juice	½ cup/135ml	Rice, yellow	75g - 100g	Orange juice	½ cup/135ml	Samp	90g	Pear juice	½ cup/135ml	Sweet potato, glazed	80g	Porridge, cooked		Dessert		Mealie meal	100g	Baked dessert	80g - 100g	Oats	100g	Dessert whip	80g	Canned fruit, Choice Grade		Fresh Fruit		Apricot halves	4 x 35g/135ml/½ cup	Apple, Grade 1	1 small/130g	Apple pie	90g slice/1 serving	Apricot, Grade 1	Medium/2 x 35g	Fruit Cocktail	150g/187ml/¾ cup	Banana, Grade 1	1 small/180g	Guava, halves	2x 90g/180g	Fruit salad	100g - 125g/½ cup	Pear, halves	2x 62.5g/125g/½ cup	Grapes, Standard Grade	100g	Pineapple, rings	2x 50g rings/½ cup	Naartjie, Choice Grade	2 medium/ 150g	Pineapple, pieces	135g/187ml/¾ cup	Orange, Choice Grade	1 medium/ 180g	Dried Fruit		Pear, Choice Grade	1 small/100g	Stewed dried fruit	50g	Peach, Choice Grade	180g	Apricots, cooked	80g	Pineapple, Choice Grade	3 thin slices/135g	Apple rings, cooked	80g	Watermelon, Choice Grade	1 wedge/250g	Pears, cooked	80g			Raisins	30g			Chicken		Mince		Broccoli chicken	180g	Beeferoni	150g	Chicken a la king	200g	Bobotie	90g	Chicken breyani	160g	Cottage pie	150g	Chicken chop suey	150g	Curried mince	100g	Chicken lasagna	150g	Lasagna	150g	Chicken macaroni dish	170g	Meatballs	50g x2/100g	Chicken noodle salad	170g	Meatloaf	100g	Chicken stew	110g	Mexican beef	170g	Chutney chicken	130g	Mince breyani	160g	Curried chicken	130g	Mince & macaroni tart	160g	Hawaiian chicken	130g	Savoury mince	100g	Jam chicken	130g	Spaghetti bolognaise	160g	Liqui-fruit chicken	130g			Roast chicken & gravy	130g				
Food items/dishes	Portion size/weight	Food items/dishes	Portion size/weight																																																																																																																																																																				
Fruit juice		Starches																																																																																																																																																																					
Apple juice	½ cup/135ml	Potatoes, mashed	110g																																																																																																																																																																				
Fruit juice blend, 100%	80ml	Potatoes, parsley	100g																																																																																																																																																																				
Grape juice	100ml	Rice, plain white	60g - 100g																																																																																																																																																																				
Guava juice	½ cup/135ml	Rice, savoury	75g - 100g																																																																																																																																																																				
Mango juice	½ cup/135ml	Rice, yellow	75g - 100g																																																																																																																																																																				
Orange juice	½ cup/135ml	Samp	90g																																																																																																																																																																				
Pear juice	½ cup/135ml	Sweet potato, glazed	80g																																																																																																																																																																				
Porridge, cooked		Dessert																																																																																																																																																																					
Mealie meal	100g	Baked dessert	80g - 100g																																																																																																																																																																				
Oats	100g	Dessert whip	80g																																																																																																																																																																				
Canned fruit, Choice Grade		Fresh Fruit																																																																																																																																																																					
Apricot halves	4 x 35g/135ml/½ cup	Apple, Grade 1	1 small/130g																																																																																																																																																																				
Apple pie	90g slice/1 serving	Apricot, Grade 1	Medium/2 x 35g																																																																																																																																																																				
Fruit Cocktail	150g/187ml/¾ cup	Banana, Grade 1	1 small/180g																																																																																																																																																																				
Guava, halves	2x 90g/180g	Fruit salad	100g - 125g/½ cup																																																																																																																																																																				
Pear, halves	2x 62.5g/125g/½ cup	Grapes, Standard Grade	100g																																																																																																																																																																				
Pineapple, rings	2x 50g rings/½ cup	Naartjie, Choice Grade	2 medium/ 150g																																																																																																																																																																				
Pineapple, pieces	135g/187ml/¾ cup	Orange, Choice Grade	1 medium/ 180g																																																																																																																																																																				
Dried Fruit		Pear, Choice Grade	1 small/100g																																																																																																																																																																				
Stewed dried fruit	50g	Peach, Choice Grade	180g																																																																																																																																																																				
Apricots, cooked	80g	Pineapple, Choice Grade	3 thin slices/135g																																																																																																																																																																				
Apple rings, cooked	80g	Watermelon, Choice Grade	1 wedge/250g																																																																																																																																																																				
Pears, cooked	80g																																																																																																																																																																						
Raisins	30g																																																																																																																																																																						
Chicken		Mince																																																																																																																																																																					
Broccoli chicken	180g	Beeferoni	150g																																																																																																																																																																				
Chicken a la king	200g	Bobotie	90g																																																																																																																																																																				
Chicken breyani	160g	Cottage pie	150g																																																																																																																																																																				
Chicken chop suey	150g	Curried mince	100g																																																																																																																																																																				
Chicken lasagna	150g	Lasagna	150g																																																																																																																																																																				
Chicken macaroni dish	170g	Meatballs	50g x2/100g																																																																																																																																																																				
Chicken noodle salad	170g	Meatloaf	100g																																																																																																																																																																				
Chicken stew	110g	Mexican beef	170g																																																																																																																																																																				
Chutney chicken	130g	Mince breyani	160g																																																																																																																																																																				
Curried chicken	130g	Mince & macaroni tart	160g																																																																																																																																																																				
Hawaiian chicken	130g	Savoury mince	100g																																																																																																																																																																				
Jam chicken	130g	Spaghetti bolognaise	160g																																																																																																																																																																				
Liqui-fruit chicken	130g																																																																																																																																																																						
Roast chicken & gravy	130g																																																																																																																																																																						

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION		Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):		Comply/ Accept	Do Not Comply/ Accept
TABLE 3	PORTION SIZES (COOKED)		C	DNC
	The contractor must ensure that portions comply with the size/weights specified by using portion spoons and scales during meal preparation and serving.			
	Food items/dishes	Portion size/weight	Food items/dishes	Portion size/weight
	Fish		Stew	
	Baked fish	100g	Brown stew	110g
	Curried fish	130g	Cabbage stew	150g
	Fish cakes, hake	50g x2/100g	Carrot stew	150g
	Fish cakes, pilchards	50 g x2/100g	Curry beef stew	130g
	Fish lasagna	150g	Green bean stew	150g
	Fish paella	170g	Irish stew	150g
	Fish Portugaise	130g	Tomato stew	130g
	Fish & rice salad	170g	Meatless & processed	
	Fish tart, hake	130g	Liver patties	50g x2/100g
	Fish tart, pilchards	100g	Macaroni & cheese with viennas	150g
	Pilchard breyani	160g	Macaroni & cheese, plain	260g
	Pilchard cottage pie	240g	Sausage & vegetable bake	180g
			Sweetcorn & polony bake	80g
	Vegetables		Salad	
	Baby mash ratatouille	80g	Banana salad with baked beans	70g
	Baked beans	100g	Banana salad with sweetcorn	80g
	Broccoli	65g - 80g	Beetroot mould	80g
	Butternut	90g - 100g	Beetroot salad	80g
	Cabbage	65g - 80g	Carrot mould	80g
	Carrots, stewed	100g	Carrot & pineapple salad	80g
	Carrots, sweet	65g - 85g	Carrot salad	60g
	Cauliflower & white sauce	100g	Coleslaw	60g
	Green beans, stewed	80g	Copper penny salad	80g
	Mixed vegetables	65g - 80g	Cucumber & lettuce	65g
	Peas	65g - 80g	Cucumber mould	80g
	Pumpkin, baked, glazed	90g - 100g	Potato salad	90g
	Pumpkin fritters	2x 15g	Gravies & sauces	
	Pumpkin, steamed	9g - 100g	Meat & chicken gravy	50ml - 80ml
	Spinach, stewed	65g - 80g	Braai relish	50ml

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION		Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):		Comply/ Accept	Do Not Comply/ Accept
TABLE 4	RECOMMENDED DIETARY ALLOWANCE (RDA) OR DIETARY REFERENCE INTAKE (DRI)		C	DNC
	For macro and micronutrients.			
	Requirements	TB Adult		
	Kilojoules	9 600kJ - 13 000kJ		
	Carbs	136g - 287g		
	Protein	54g - 115g		
	Fat	36g - 76g		

3.1.2 Daily Diet List and Patient Menus

C **DNC**

- At **15:00** every day HCH's nursing staff must furnish a copy of the provisional diet list of breakfast, lunch, and supper menus for the following day, to the contractor (successful bidder).
- In the morning, when the updated bed/diet list is finalised, HCH must inform the contractor (successful bidder) of any patients with allergies and/or preferences and furnish all correct patient diets. The night sister in charge must sign and send the diet list of breakfast, lunch, and supper menus to the Food Service Unit not later than **07:00 am** on the same day. HCH shall keep a copy of the diet list on ward level for reference purposes.
- Any amendments will be attached to the diet list for record-keeping. In case of such changes, the final cut-off time to inform the contractor (successful bidder) shall be as follows, failing which soup and 2 slices of buttered bread will be issued in the place of late meal orders at:
 - 07H30 am** for **lunch**
 - 14H00 pm** for **supper**

3.1.3 Meal and Beverage Service Times

C **DNC**

- Main meals shall be served in accordance with **Table 5**. In-between snacks as required are included in the beverage service in Table 6.

TABLE 5		MEAL SERVICE TIMES	
Meal		Time served	Frequency
Breakfast		Between 07H00 and 07H30	Daily, 7 days/week Contract staff shall work shifts to cover mealtimes & cleaning after supper.
Lunch		Between 12H30 and 13H00	
Supper		Between 17H30 and 18H00	
In-between snack		At 06H00, 10H00, 15H00, and 21H00	
Protein snack as prescribed by dietician		At 10H00	

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.1	MENU & SERVICE REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TABLE 6	BEVERAGE SERVICE TIMES	C	DNC
Beverage		Time served	
Tea/coffee, milk, sugar & rusk/2 slices of bread with spread/filling		06H00	
Tea/coffee, milk, sugar & fruit in season		10H00	
Tea/coffee, milk, sugar		13H00	
Tea/coffee, milk, sugar & fruit in season		15H00	
Tea/coffee, milk, sugar		17H00	
Tea/coffee, milk, sugar & snack/1 slice of bread with spread/filling		21H00	
		Daily, 7 days/week Contract staff shall work shifts to cover mealtimes & cleaning after supper.	

- b. The contractor shall supply beverages to wards **5 times daily**, according to patient requirements. The beverage at **20H00** is served with a **snack**, e.g. a sandwich, rusk or biscuit. Food Service Aids shall prepare all beverages and serve patients according to individual needs. The contractor's staff may not use these supplies to prepare their own beverages.
- c. Food Service Aids shall fill **water jugs** from 7H00 to 18H00 daily, or as required. Ice shall be supplied by the Kitchen where necessary.

C **DNC**

3.2	FOOD REQUIREMENTS:	Comply/ Accept	Do Not Comply/ Accept
NOTE: Should a manufacturer recall a product, the contractor (successful bidder) will ensure that the product is not used in the production of food for this service until the affected product is declared safe by the relevant authorities.		C	DNC

3.2.1 Product quality specification: Meat, Meat Products and Poultry

C **DNC**

- a. Fresh meat must comply with the specifications for the various grades of meat in the Meat Safety Act, 2000 (**Act no 40 of 2000**) and related regulations. The Food, Cosmetics and Disinfectant Act, 1972 (**Act no 54 of 1972**) relates to the marking and labelling of meat packaging.
- b. Only fresh, **locally produced, preservative-free** mutton and beef, Grade B2 quality or higher, shall be used. No imported meat or poultry will be accepted. Fresh meat, sausages and polony must be **chilled** but **not frozen**.
- c. Fresh meat must be **lean** (without inherent fat) **or defatted** (with excess external fat trimmed).
- d. Meat must be free from disease and have a **mild, clean smell**. Strong, foreign or putrid odours must not be present.
- e. **Processed meat** products shall be **characteristic** in colour, general appearance and taste, and shall contain **no pork**. **No undeclared foreign matter** (meat or ingredients) may be added to processed meat products.
- f. Declared, limited amounts of grain products or any other fillers, spices or flavourings and food-safety preservatives, but **no nitrates**, may be added to processed meat products.

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.2	FOOD REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
g. No amount of grain products or any other fillers (fat, "rusks", soya, water, offal, etc.), spices or flavourings and food safety preservatives may be added to fresh meat products.			
h. No injected meat or poultry will be acceptable.			
i. The minimum required mass specified is cooked edible mass only , and excludes bone, fat and skin.			
j. The total animal fat content of all meat products shall not exceed 10% (i.e. only 10% or 1 - 3mm visible fat)			
MINCE : The product shall consist of ground beef with a maximum fat content of 10%. Not more than 10% cooked mass of a minced meat portion shall be replaced by textured vegetable protein of an acceptable quality.		C	DNC
GOULASH/CUBED BEEF : The product shall consist of lean beef with a 1-3 mm fat layer , in 30 x 30 x 30 mm cubes.		C	DNC
BEEF SAUSAGES : The product shall consist of three parts (not less than 80%) lean beef, one-part beef fat (10%), not more than 6% cereal and starch products or more than 1.5% salt , mild seasoning and must contain no bone, cartilage or grit.		C	DNC
BOEREWORS : The product shall contain at least 90% total meat content, made up of lean beef or mutton plus a maximum fat content of 10%, not more than 6% cereal and starch products or more than 1.5% salt , mild seasoning and must contain no bone, cartilage or grit.		C	DNC
SMOKED VIENNAS : The product shall consist of three parts (not less than 80%) lean beef or veal, one-part beef fat (not more than 10%) and must contain no bone, cartilage or grit. Sausages shall have a typical appearance and be free of rancidity.		C	DNC
POLONY : The product shall be pink in colour, cylindrical, 1.5 mm-2 mm in diameter , sliced, with a fine, firm texture, must contain no bone, cartilage or grit and shall have an outer surface free from foreign matter and rancidity.		C	DNC
SAUSAGE ROLLS AND MEAT PIES : The manufacturer must state if textured vegetable protein is used as a constituent in the filling of these products. If so, this may not exceed 30% by weight, hydrated, of the total product.		C	DNC

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.2	FOOD REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
TINNED MEAT : These products must comply with SABS 508 and 207/1954 (VC8019) and compulsory specifications published in Government Gazette issue 5359 dated 22 October 1954 and Regulation 908/1977 of the Food, Cosmetics and Disinfectant Act, 1972 (Act no 54 of 1972) which relates to the marking and labelling of packaging. No tins must be damaged, dented or leaking.		☐	☐
POULTRY : Poultry shall comply with requirements prescribed for Grade A in Government Notice R2078 of 25 July 1969 , and any amendments regarding grading, packing and marking of poultry promulgated subsequently. No saltwater infusion of the product shall be permitted.		☐	☐
3.2.2	Product quality specification: Fish and Fish Products	☐	☐
a. Fresh fish must comply with the regulations of the Food, Cosmetics and Disinfectant Act, 1972 (Act no 54 of 1972) as amended.			
b. All fish purchased must be traceable and shall be harvested in accordance with sustainable fishing practices (SASSI).			
c. Fish must be in sound, fresh condition with a mild, clean smell , must not show any signs of deterioration and must be suitably and hygienically packed and delivered to the end-user.			
FROZEN FISH CAKES : The products must contain at least 90% fish, not more than 6% cereal and starch products or more than 1.5% salt and mild seasoning.		☐	☐
TINNED FISH : These products must comply with compulsory specifications published in Government Notice R490 dated 28 March 1969, as amended by Government Notice R358 dated 10 March 1972, and SABS 324/1953 (VC801). Fish must be tinned in accordance with Government Notice 2277 dated 17 December 1971. No tins must be damaged, dented or leaking.		☐	☐
3.2.3	Product quality specification: Milk, Dairy Products and Eggs	☐	☐
a. Only dairy products from suppliers whose premises have been found suitable by local health authorities, and who are able to provide a certificate to this effect, will be allowed. Premises will be subject to inspection at the discretion of the contractor (successful bidder). All dairy products shall comply with Government Notice R520 dated 5 April 1973 and any applicable amendments issued.			

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.2	FOOD REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
b.	All packaging/containers must be clearly marked or labelled with the following information in legible print, in accordance with Regulation 908/1977 of the Food, Cosmetics and Disinfectant Act, 1972 (Act no 54 of 1972):	☐	☐
i.	the name and address of the manufacturer and his trademark,		
ii.	the name and ingredients of the product (what it is made of),		
iii.	the net volume of the contents in millilitres or litres, as applicable,		
iv.	the net weight of the contents in grams or kilograms, as applicable,		
v.	the date of manufacture (code or serial number), and		
vi.	the expiry date		
FRESH AND POWDERED MILK : Only pasteurised full-cream milk or skim milk shall be used for adults . If powdered milk is used, it must be reconstituted according to manufacturer's directions, e.g., 130 g whole milk powder per litre of water.		☐	☐
CHEESE : Where cheese is included in the menu, it shall be either cheddar, gouda or cottage cheese.		☐	☐
ICE CREAM : Ice cream shall conform to local health regulations and/or SABS 510/1954 and any applicable amendments issued.		☐	☐
PLAIN YOGHURT AND BUTTERMILK : Where plain yoghurt and buttermilk are included in the menu, the products provided shall be commercially prepared.		☐	☐
EGGS : Where chicken eggs are included in the menu, they shall be large and Grade 1 quality, in accordance with Government Notice R62 dated 12 January 1973 and any applicable amendments issued regarding grading, packing and marking of eggs.		☐	☐

3.2.4 **Product quality specification: Bread and Bread Products**

BREAD : All bread supplied shall conform to the provisions of Section 84 of the Marketing Act (Act 59 of 1968) as amended and any applicable amendments issued. Bread and rolls shall be fresh and free from foreign matter . Bread included in the menu shall be brown bread . A slice of bread shall be a minimum of 35 g . Rolls/buns included in the menu shall be long white-hot dog rolls .	☐	☐
---	--------------------------	--------------------------

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'	
3.2	FOOD REQUIREMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
3.2.5	Product quality specification: <i>Spreads for Bread</i>		
	MARGARINE : Yellow full fat margarine must be used for cooking and served as spread with bread.	☐	☐
	JAM : Jam shall be South African First Grade quality in accordance with Government Notice 1898 dated 22 October 1971 as amended.	☐	☐
	PEANUT BUTTER : Peanut butter can be smooth or chunky and must be aflatoxin-free .	☐	☐
3.2.6	Product quality specification: <i>Beverages</i>		
	COFFEE : Ground coffee, instant coffee granules or coffee bags may be used. In each case, the amount of South African chicory shall not exceed 25% of the product's composition.	☐	☐
	TEA : Good quality Ceylon-type blended tea or Choice Quality Rooibos tea shall be used.	☐	☐
	FRUIT JUICE : Only 100% pure fruit juice may be used - no powdered fruit juice (granules), fruit nectar, fruit juice concentrates or dairy-fruit juice blends will be allowed.	☐	☐
3.2.7	Product quality specification: <i>Dessert</i>		
	CUSTARD POWDER : The product shall be in the form of a fine, pale-yellow powder and when reconstituted, shall have a natural egg yolk colour and a pleasant vanilla flavour .	☐	☐
3.2.8	Product quality specification: <i>Dry goods</i>		
	PULSES : Dried beans, peas, lentils and barley shall be graded in accordance with Government Notice R493 dated 29 March 1974. Pulses shall be free from moulds and yeast , and when tested, the aflatoxin levels should not exceed 10 mg/kg .	☐	☐
3.2.9	Product quality specification: <i>Fruit and vegetables</i>	☐	☐
	a. All fresh fruit and vegetables shall be sound and of a good quality and standard.		
	b. Fresh fruit shall be <u>Choice or Standard Grade</u> quality.		
	c. Frozen vegetables shall be <u>Choice Caterer's Grade</u> quality.		
	d. Tinned fruit and vegetables must comply with Regulation 908/1977 of the Food, Cosmetics and Disinfectant Act, 1972 (Act no 54 of 1972) which relates to the marking and labelling of packaging. No tins must be damaged, dented or leaking. Tinned products shall be <u>Choice or standard Grade</u> quality.		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 3 - CATERING AND FOOD SPECIFICATION	Please Mark with 'X' or '✓'																												
3.2	FOOD REQUIREMENTS (continued):	Comply/ Accept Do Not Comply/ Accept																												
TABLE 7 QUALITY STANDARDS FOR SELECTED FOODS		C DNC																												
<table><tr><th>Product</th><th>Latest issue of standard</th></tr><tr><td>Baking powder</td><td>CKS 140</td></tr><tr><td>Cooking oil</td><td>CKS 3</td></tr><tr><td>Corned beef, prime</td><td>SABS 274</td></tr><tr><td>Custard powder</td><td>CKS 138</td></tr><tr><td>Fish paste</td><td>SABS 571</td></tr><tr><td>Gelatine</td><td>SABS 49</td></tr><tr><td>Gravy powder</td><td>CKS 290</td></tr><tr><td>Jelly crystals</td><td>CKS 261</td></tr><tr><td>Mayonnaise</td><td>CKS 630</td></tr><tr><td>Meat extracts</td><td>CKS 139</td></tr><tr><td>Peanut butter</td><td>CKS 339</td></tr><tr><td>Tomato sauce</td><td>Best quality, at least 8% solids</td></tr><tr><td>Worcestershire sauce</td><td>Best quality</td></tr></table>		Product	Latest issue of standard	Baking powder	CKS 140	Cooking oil	CKS 3	Corned beef, prime	SABS 274	Custard powder	CKS 138	Fish paste	SABS 571	Gelatine	SABS 49	Gravy powder	CKS 290	Jelly crystals	CKS 261	Mayonnaise	CKS 630	Meat extracts	CKS 139	Peanut butter	CKS 339	Tomato sauce	Best quality, at least 8% solids	Worcestershire sauce	Best quality	
Product	Latest issue of standard																													
Baking powder	CKS 140																													
Cooking oil	CKS 3																													
Corned beef, prime	SABS 274																													
Custard powder	CKS 138																													
Fish paste	SABS 571																													
Gelatine	SABS 49																													
Gravy powder	CKS 290																													
Jelly crystals	CKS 261																													
Mayonnaise	CKS 630																													
Meat extracts	CKS 139																													
Peanut butter	CKS 339																													
Tomato sauce	Best quality, at least 8% solids																													
Worcestershire sauce	Best quality																													

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'	
4.1	GENERAL:	Comply/ Accept	Do Not Comply/ Accept
4.1.1	Receipt of the invitation to bid does not confer any right on any party in respect of the services or in respect of, or against, the Department of Health. The Department reserves the right, in its sole discretion to: a. withdraw any services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid on notice to the bidders without liability to any party; accordingly, parties have no rights, expressed or implied, with respect to any of the services as a result of their participation in the bid process, b. amend the bid process, closing date or any other date at its sole discretion, c. cancel the bid or any part of the bid before the bid has been awarded, d. not to accept the lowest or any other bid and to accept the bid which it deems shall be in the best interest of the Department, e. not to amend the bid to the highest points or lowest price, f. reject all responses submitted and to embark on a new bid process.	☐	☐
4.2	APPLICABLE DOCUMENTS:	Comply/ Accept	Do Not Comply/ Accept
4.2.1	In addition to the specification and annexures which form part of this bid, prospective bidders are responsible for furnishing the following compulsory bid and evaluation documents in their bid offer where the requirement is stated. Bidders shall check the number of the pages and ensure that none are missing or duplicated, as no liability will be accepted for challenges arising as a result.	☐	☐
4.2.2	Compulsory bid documents: a. WCBD1 - Invitation to Bid. b. WCBD3.2 - Pricing schedules c. WCBD4 - Declaration of Interest d. WCBD6.1 - Preference claim form e. BBBEE Certificate f. Annexure B - Company profile		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'
4.2	APPLICABLE DOCUMENTS (continued):	Comply/ Accept Do Not Comply/ Accept

4.2.3 Compulsory evaluation documents:

C	DNC
---	-----

These documents shall be either originals or certified copies of originals, and shall not be older than three months, confirming that a bidder is:

Compliance/Registration	Documentation Required	C	DNC
a. Registered under the Compensation for Occupational Injuries and Diseases Act 130 of 1993	Letter of Good Standing, issued by the Department of Employment and Labour, indicating the business entity's compliance with the current Compensation for Occupational Injuries and Diseases Act 130 of 1993 (as amended) (COIDA).	C	DNC
b. Registered with the Unemployment Insurance Fund	Confirmation Letter, issued by the local Department of Employment and Labour, confirming the business entity's active registration with the provisions of the Unemployment Insurance Contribution Act, 2022 or 2021 (UIF).	C	DNC
c. Registered in terms of the Skills Development Levies Act (Act 9 of 1999)	Employer Statement of Account (EMPSA), issued by SARS and must state the bidder's/business entity's current registration and good-standing status for Skills Development Levies (SDL).	C	DNC
d. Registered for Pay as you Earn (PAYE)	Employer Statement of Account (EMPSA), issued by SARS and must state the bidder's/business entity's current registration and good-standing status for Pay as You Earn (PAYE).	C	DNC
e. Proof of at least 2 years' experience and knowledge of catering in a Hospital setting.	Only recognised, reputable catering contractors with proof of experience in the provision of catering services at hospitals with an 85-bed capacity similar to HCH will be considered. Reference letters and contact details of 3 clients, attesting to the bidder's ability to provide a professional, punctual, reliable and cost-effective service, a sound accounting process and suitable contingency plans in emergencies The provision of references for similar food services undertaken. Bidders must provide detailed information of their experience in the catering trade, acceptable proof of the ability to supply high quality meals and a list of present catering contracts with their bid documents.	C	DNC

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 18 OCT 2024 1) 2) SIGNED SIGNED	
---	--

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.**

Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'	
4.2	APPLICABLE DOCUMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
f. Registered for Public Liability Insurance	PLI Policy Agreement, issued by any financial service provider, authorised by the Financial Sector Conduct Authority (FSCA).	☐	☐
g. Compliant with the Health Act, 2003 (Act no 61 of 2003), Regulation 638, 'Regulations Governing General Hygiene Requirements for Food Premises, the Transport of Food and Related Matters', 2018 When the successful bidder occupies the kitchen at HCH they must immediately apply for the COA. Evidence to this effect must be supplied to the contract manager within 2 weeks of occupancy. All updates/correspondence regarding this matter needs to be shared with the contract manager at all times until the COA is issued by the municipality.	Certified copies of valid Certificate of Acceptability ('CoA') for Food Premises, issued by the local Environmental Health Practitioner of previous food service units that contractor (successful bidder) has worked in. The Contractor (Successful Bidder) is required to provide the WCGHW with Certificates of Acceptability ('CoA') from all its providers with specific aim on vehicles used to transport food products/meals and rations (see Transport & Delivery, para 2.5) within one (1) month of award of the contract. Failure to do so will result in penalties being levied.	☐	☐
h. Membership of a hospitality association, e.g., FEDHASA	An original/ certified copy of your current, valid membership certificate.	☐	☐
i. Able to provide competent staff	Certified copies of the qualification of the categories of staff listed below: (i) Food services Manager, (ii) Food services Supervisors, (i) Dietician, and (ii) Cooks. Curriculum Vitae supplied must be clearly linked to a position on the contract staff establishment e.g. 'CV of Miss Ann Other, Food Services Manager'. The Food Services Manager, Food Services Supervisors, dietician and cooks must have a certificate as proof of formal training , either in-house or by an outsourced company.	☐	☐
j. Able to provide a standard menu WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING BID OPENED @ 11:00 18 OCT 2024 1) 2) SIGNED SIGNED	A proposed standard 3-week cycle menu with winter and summer, based on the provincial menu, and completed staff schedules. Standardised recipes of all meals and a complete nutritional analysis of all menus (winter and summer, and therapeutic) must form part of the bid application. Failure to comply will invalidate a bidder's offer.	☐	☐

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'	
4.2	APPLICABLE DOCUMENTS (continued):	Comply/ Accept	Do Not Comply/ Accept
4.2.4	Acts that are applicable to this bid and should be read in conjunction with the specification include, but are not limited to: a. The Constitution of the Republic of South Africa (Act 108 of 1996) b. The Employment Equity Act (Act 55 of 1998) c. The Labour Relations Act (Act 66 of 1995) d. The Basic Conditions of Employment Act (Act 75 of 1997) e. Occupational Health and Safety Act (Act no 95 of 1993) and regulations f. Occupational Injuries and Diseases Act (Act 130 of 1993), g. The Food, Cosmetics and Disinfectants Act, 1972 (Act 54 of 1972). This Acts addresses the manufacture, sale and importation of food. Authorised local authorities (EHPs at municipalities) enforce it in their areas of jurisdiction. Food import control is conducted by Port Health Services (EHPs of Western Cape Government Health). Regulation 908/1977 relates to the marking and labelling of meat packaging with the required information in legible print. h. The Health Act, 2003 (Act 61 of 2003). Regulation 638 relates to the hygienic handling of food and the inspection of food premises published under this Act, which is also enforced by local authorities (EHPs at municipalities) in their areas of jurisdiction. i. The Meat Safety Act, 2000 (Act no 40 of 2000) and related regulations. Products shall comply with the specifications for the various grades of meat in this Act and The Food, Cosmetics and Disinfectant Act, 1972 (Act no 54 of 1972). j. Code of Good Practice for Food Hygiene Management, SABS 049, Government Notice No. R. 1748 of 26 June 1992, Government Notice No. R. 2120 of 20 September 1985 and Government Notice No. R. 2178 of 23 November 1990. k. Government Notice R. 2078 of 25 July 1969, and any amendments regarding grading, packing and marking of poultry promulgated subsequently.	C	DNC
4.3	PRICING:		
4.3.1	The bidder undertakes to provide the services specified to HCH in accordance with the bid prices it has provided according to the requirements in the WCBD1 and WCBD3.2 forms.	C	DNC
4.3.2	The total cost of service must include VAT, delivery costs and all overhead costs to provide the service to the institution. Individual bid prices must be firm 3-tier prices , where any annual escalations that may be reasonably expected (e.g., labour, food & transport cost, inflation) have been incorporated into the prices for each year of the contract. (Please refer to page 10, WCBD3.1/2 'Firm prices').	C	DNC

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'	
4.3	PRICING (continued):	Comply/ Accept	Do Not Comply/ Accept
4.3.3	Under no circumstances, either before or after the award of the bid, shall the WCGHW negotiate with any party regarding alternative methods of calculating the cost of the service.	☐	☐
4.4	FINANCIAL AND INFRASTRUCTURE CAPACITY OF BIDDER:	Comply/ Accept	Do Not Comply/ Accept
4.4.1	The information requested will assist the Department to evaluate the organisational and infrastructure capacity of the Bidder to perform the specified requirements of this bid.	☐	☐
4.4.2	The information provided in this section is therefore of vital importance . If, after careful consideration, the Department is of the opinion that the bidder does not have the capacity, infrastructure or managerial/supervising skills to properly manage, perform and maintain the requirements of this bid, such a bid shall not be considered for acceptance.	☐	☐
4.4.3	Financial Standing: The bidder must be financially self-sufficient to pay all costs, uniforms, overheads, including salaries as well as for any on-site training period while waiting on disbursement of monthly payments. The Department may request documentary evidence to validate the bidder's financial status.	☐	☐
4.4.3	Financial Standing: The bidder must be financially self-sufficient to pay all costs, uniforms, overheads, including salaries as well as for any on-site training period while waiting on disbursement of monthly payments. The Department may request documentary evidence to validate the bidder's financial status.	☐	☐

NB: The applicable **"YES"** or **"NO"** block must be marked with an **"X"**.

4.4.4	Total number of employees:
	Management
	Administration
	Supervisors
	Cleaners
	Other ()
4.4.5	Indicate percentage turnover of Food Services staff during the last 12 months:
	Less than 20%
	Between 21 – 50%
	Over 50%

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00
18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'	
4.4	FINANCIAL AND INFRASTRUCTURE CAPACITY OF BIDDER (continued):	Comply/ Accept	Do Not Comply/ Accept
4.4.6	Uniforms: Does the bidder have a dress code that makes it compulsory for staff to wear a clean and neat uniform at all times? (The uniform shall be distinguishable from the general public and hospital/clinic staff).	☐ YES	☐ NO
4.4.7	Identification Badges: Does the bidder have its own corporate photo-identification?	☐ YES	☐ NO
4.4.8	Rapid Deployment Plan: Does the bidder have a rapid deployment plan for deployment of standby staff in case of emergencies on site?	☐ YES	☐ NO
4.4.9	State details including guaranteed response time: 		
4.4.10	Physical infrastructure (Information regarding the operational Administration Office):		
	Is the Administration Office a guaranteed 24-hours service?	☐ YES	☐ NO
	Is the Administration Office situated at home?	☐ YES	☐ NO
	Is it a dedicated Administration Office?	☐ YES	☐ NO
	Does the Administration Office have a fully functional land-line telephone service ?	☐ YES	☐ NO
	Does the Administration Office have a fully functional activated cell phone service ?	☐ YES	☐ NO
	Does the Administration Office have a fully functional active electronic mail service (e-mail account) ?	☐ YES	☐ NO
	Administration Office is always manned by well-trained staff who can handle emergency situations?	☐ YES	☐ NO

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**'/ '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 4 – EVALUATION CRITERIA	Please Mark with 'X' or '✓'	
4.4	FINANCIAL AND INFRASTRUCTURE CAPACITY OF BIDDER (continued):	Comply/ Accept	Do Not Comply/ Accept
State physical address and contact details of the bidder's operational administrative office, which will be responsible for servicing Harry Comay: Address: City: Postal Code: Landline number: E-mail address: Contact person:			
4.5	BID EVALUATION:		
4.5.1	The specification and conditions here and elsewhere in this bid, any documents where bidders were required to respond, and compliance with inherent requirements, such as CSD registration, as well as entries from the complaints register, will all be considered part of the evaluation of received bids.	☐	☐
4.5.2	Neither offers deviating from the specified requirements, nor alternative, qualified, conditional or incomplete offers will be considered . The Department will not be obliged to enter into correspondence with bidders about this condition.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)

SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.1	GUARANTEE AND SURETY:	Comply/ Accept	Do Not Comply/ Accept
5.1.1	Please see paragraph 7 of the General Conditions of Contract. The prospective contractor (successful bidder) shall furnish the Directorate Sourcing, WCGHW, Head Office with a financial guarantee equivalent to 2.5% of the total contract value, the monetary value which shall be determined in the letter of acceptance, within 14 days of notification of the acceptance of the bid.	☐	☐
5.1.2	The proceeds of the performance security shall be payable to HCH as compensation for any loss resulting from the contractor (successful bidder)'s failure to complete his obligations under the contract.	☐	☐
5.1.3	If the prospective contractor (successful bidder) fails to comply with this requirement, the Directorate Supply Chain Management at Head Office is entitled to terminate the contract without prejudice to any other rights it may have, and to recover any damages suffered due to this failure and the need to accept a less favourable bid for the catering service.	☐	☐
5.1.4	The type of financial guarantee shall be valid for the duration of the contract and shall be in the currency of the contract , or a freely convertible currency acceptable to the end-user and shall be in one of the following forms, in accordance with <u>paragraph 7.1 of the General Conditions of Contract</u> : a. a bank guarantee or an irrevocable letter of credit issued by a reputable bank in the end-user's country or in a foreign country acceptable to the end-user, in the form provided in the bid documents or another form acceptable to the end-user; OR b. a cashier's or certified cheque .	☐	☐
5.2	LIAISON:		
5.2.1	The contractor (successful bidder) must have the full-time services of (a) fully qualified dietician(s) registered with the Health Professions Council of South Africa (HPCSA) on the pay-roll of the company or must undertake to acquire the services of such (a) qualified person(s).	☐	☐
5.2.2	HCH shall appoint a Contract Manager and the contractor (successful bidder) shall appoint a Catering Manager who shall form a communication link with the between the patients, HCH and the contractor (successful bidder). This liaison committee shall co-operate closely to facilitate the flow of information regarding operational issues between the parties.	☐	☐
5.2.3	Both Managers must ensure that a contact person is available 24 hours a day to manage emergency situations relating to the catering service that might arise either on the side of HCH or the contractor (successful bidder).	☐	☐
5.2.4	The contractor (successful bidder) must furnish the curriculum vitae of this Catering Manager , who will manage the specialist food service operation of HCH for the duration of the contract, within 14 days before commencement of the contract.	☐	☐

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.2	LIAISON (continued):	Comply/ Accept	Do Not Comply/ Accept
5.2.5	To promote efficient liaison between HCH and contractor (successful bidder) after award of the contract, the contractor (successful bidder) shall provide the following information: a. the physical address of <u>its nearest office to the location of the contract</u> , and b. confirmation that the in-house Catering Manager is stationed at this office , and that the dietician will visit HCH every week .	☐	☐
5.2.6	The contractor (successful bidder) must attend all scheduled monthly Catering Service meetings.	☐	☐
5.3	ACCOUNTING:		
5.3.1	The contractor (successful bidder) must adhere to generally acceptable accounting practices and will maintain all accounting records for the provisioning of the catering service.	☐	☐
5.3.2	The accounting period shall be from the first day to the last day of each month. Accounts received by HCH for the food service must be remitted within 30 days of receipt of an accurate, certified account . HCH does not accept responsibility for delays in payment due to the submission of inaccurate accounts.	☐	☐
5.3.3	The contractor (successful bidder) shall provide food on an all-risk basis and HCH will only pay for <u>actual</u> meals and beverages issued to patients. The amount claimed from HCH for meals served shall not exceed the amount in the pricing schedules , forms WCBD3.2 subject to the provisions under Pricing. This will enable HCH's Contract Manager to monitor and keep account of <u>all meals, snacks and beverages actually served</u> on each occasion to patients in terms of the contract.	☐	☐
5.3.4	The contractor (successful bidder) must provide HCH with a document to verify patient meals served per month. Monthly payment claims for meals must be submitted to HCH's Contract Manager on the contractor (successful bidder)'s official invoices by the 2nd weekday of the next month and must be supported by the schedules reflecting the total number of meals served and the cost of the meals.	☐	☐
5.3.5	The actual number of meals served to patients and any costs reflected in the accounting schedules, Annexure E , must be certified as correct by HCH's Contract Manager or an appointed and authorized representative, to enable HCH to monitor and keep account of all meals consumed.	☐	☐
5.3.6	At any reasonable time, HCH, in the capacity of its Contract Manager or other duly authorized person, shall be entitled to inspect all the records and documents of the contractor (successful bidder) relating to the provision of the catering service (e.g. purchase orders, accounts, invoices etc.).	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.4	PUBLIC LIABILITY AND INSURANCE INDEMNITY:	Comply/ Accept	Do Not Comply/ Accept
5.4.1	The contractor (successful bidder) shall indemnify HCH and hold it harmless against: a. any damage to HCH's movable or immovable property , any loss resulting directly or indirectly from damage to such property, any act or omission on the part of the contractor (successful bidder) or its staff, or any damage arising from the use and occupation of HCH's property by the contractor (successful bidder), b. legal liability for any claims that may be made against HCH arising from damage to movable or immovable property of any third parties, including any damage resulting directly or indirectly from any act or omission on the part of the contractor (successful bidder) or its staff, or any damage arising from the use and occupation of HCH's property by the contractor (successful bidder), c. legal liability claims in the event of the death, injury or illness of any person, including employees of HCH or their dependents, or any associated loss resulting or arising from any act or omission on the part of the contractor (successful bidder) or its staff, or any damage arising from the use and occupation of HCH's property by the contractor (successful bidder), or d. any reasonably incurred legal costs , including attorney and client costs, relating to claims or actions against HCH arising from any act or omission on the part of the contractor (successful bidder) or its staff, or any damage arising from the use and occupation of HCH's property by the contractor (successful bidder).	☐	☐
5.4.2	For the proper fulfilment of the indemnity, the contractor (successful bidder) shall submit proof of the insurance cover held and maintained to cover the risks above as well as the amount of such cover, within 14 days of the date of the letter of acceptance.	☐	☐
5.4.3	If HCH deems this amount insufficient , it reserves the right to request the contractor (successful bidder) to increase the cover at his expense to the value determined by HCH.	☐	☐
5.4.4	This bid will be accepted on condition that HCH may terminate the agreement in its sole discretion and without prejudice to any other rights it may have, if the contractor (successful bidder) fails to submit proof of the insurance cover required above. The contractor (successful bidder) shall be liable for any damage which HCH may sustain due to the termination of the contract and the appointment of another contractor (successful bidder).	☐	☐
5.4.5	If the contractor (successful bidder) fails to pay the premiums required to maintain the insurance cover, an equivalent amount will be deducted from its monthly service account to ensure that cover is maintained.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.5	SECURITY:	Comply/ Accept	Do Not Comply/ Accept
5.5.1	The contractor (successful bidder) must supply a list with the names of all his staff at HCH to HCH's Contract Manager for security purposes. Any personnel changes must be reported in writing to the Contract Manager, who will inform HCH security section in turn. Unidentified staff and staff whose names do not appear in the security section's records will not be allowed access to HCH.	☐	☐
5.5.2	The contractor (successful bidder) shall ensure that his staff complies with the security regulations applicable to HCH. The contractor (successful bidder)'s staff shall wear official name/identification badges at all times. Staff may be subjected to random searches .	☐	☐
5.5.3	HCH reserves the right to notify the contractor (successful bidder) in writing about any food service staff -member it views as a threat to the security , health or safety of College patients and/or staff, without prejudice to the contractor (successful bidder)'s right to screen personnel prior to employment. The contractor (successful bidder) may not continue to use these staff-member(s) in the execution of the contract and must terminate employment of such staff-member(s) at HCH, within one month of receipt of HCH's written notification .	☐	☐
5.5.4	No information concerning WCGHW, HCH or any of its activities may be disclosed to the public or the media by the contractor (successful bidder)'s staff.	☐	☐
5.6	FIRE AND SAFETY PRECAUTIONS:		
5.6.1	The contractor (successful bidder) shall ensure compliance with the provisions of the Occupational Health and Safety Act, No. 95 of 1993 , and regulations.	☐	☐
5.6.2	The contractor (successful bidder) shall report any hazardous situation in writing to HCH. Similarly, HCH will report any hazardous situations that require the contractor (successful bidder)'s attention, to the contractor (successful bidder) in writing through the Health and Safety Committee structures . HCH management will review the situation and determine a course of action.	☐	☐
5.6.3	The contractor (successful bidder) shall ensure that all staff under his control are trained in Health and Safety procedures , including fire training, that they know the fire drill procedures of HCH and are aware of the locations of fire extinguishers on the premises. The contractor (successful bidder) must be familiar with HCH Major Incident Plan .	☐	☐
5.6.3	Fire extinguishing equipment in the contractor (successful bidder)'s designated operational areas must be recorded on his inventory schedule, however, HCH will maintain this equipment and ensure that it is in good working order.	☐	☐
5.6.4	Fire extinguishing equipment in the contractor (successful bidder)'s designated operational areas must be recorded on his inventory schedule, however, HCH will maintain this equipment and ensure that it is in good working order.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.6	FIRE AND SAFETY PRECAUTIONS (continued):	Comply/ Accept	Do Not Comply/ Accept
5.6.5	The contractor (successful bidder) must ensure that all electrical appliances used in the execution of the contract, and for which he is responsible, are in good working order , will not trip the earth leakage system of HCH or pose a fire hazard to any person, property or premises.	☐	☐
5.6.6	Any power disruptions caused by the contractor (successful bidder)'s faulty equipment can have severe and adverse effects on the operation of HCH in general and patients on life-support systems in particular. The contractor (successful bidder) will be liable for any claims and damages incurred in this way.	☐	☐
5.7	INDUSTRIAL ACTION, UNREST AND FORCE MAJEURE:		
5.7.1	The contractor (successful bidder) shall be liable for the provision of the catering service irrespective of the effect of industrial action and/or unrest on management staff and other food service staff it employs.	☐	☐
5.7.2	During industrial action and/or unrest the contractor (successful bidder)'s staff will be present on HCH premises at their own risk . HCH shall not be liable for any damage to property or equipment of the contractor (successful bidder) or his staff, or injury to or death of the contractor (successful bidder)'s staff. The contractor (successful bidder) shall indemnify HCH against such damages or claims and legal costs including attorney and client costs.	☐	☐
5.7.3	Should the contractor (successful bidder)'s staff embark on a strike/industrial action they will not be allowed onto HCH premises.	☐	☐
5.7.4	If the premises used by the contractor (successful bidder) to provide the catering service should become either partially or completely inaccessible due to force majeure (Act of God, e.g. floods, windstorms) or fire damage , HCH and the contractor (successful bidder) shall agree mutually on methods to continue the service as best as possible.	☐	☐
5.8	DISTURBANCES:		
5.8.1	The contractor (successful bidder) shall not facilitate access to, or allow any activity, person or vehicle on the premises of HCH that could pose a disturbance, inconvenience, public nuisance or danger to patients, staff or property. Noise levels must be limited as far as practically possible.	☐	☐
5.9	RESTRICTIONS:		
5.9.1	HCH reserves the right, within reason, to implement such regulatory measures as it may deem necessary to maintain hygiene standards safety and order on the premises. If the contractor (successful bidder) fails to comply with these measures despite written notification by HCH, its non-compliance may be considered breach of contract .	☐	☐

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'
5.10	PROMOTIONAL AND ADVERTISING MATERIAL:	Comply/ Accept Do Not Comply/ Accept
5.10.1	The contractor (successful bidder) may not display any promotional sign, poster, nameplate, article or object with its name or logo in HCH or on HCH premises, without the written approval of HCH's Head or his representative. HCH reserves the right to remove any such undesirable item at the contractor (successful bidder)'s cost.	☐ C ☐ DNC
5.11	TRANSFER AND CESSION:	
5.11.1	The contractor (successful bidder) must be the sole provider of the catering service. The use of sub-contractors will not be allowed without the prior written permission of WCGHW. If sub-contracting is unavoidable, the relevant paragraphs of preference claim form WBCD6.1(b) will apply.	☐ C ☐ DNC
5.11.2	The contractor (successful bidder) will not cede, transfer, sell or alienate the contract or a part of it in any way to any other person or company without obtaining prior written permission from the WCGHW, and on condition that the cessionary complies with all requirements of this contract.	☐ C ☐ DNC
5.12	PENALTIES:	
5.12.1	In addition to general penalties for the non-performance of contract services within specified timeframes to which HCH is entitled under paragraph 21 and 22 of the General Conditions of Contract ('GCC'), individual penalties mentioned elsewhere in this specification will be imposed on the contractor (successful bidder) for the following infringements:	☐ C ☐ DNC

No	Infringement	Value of fine per incident/staff member
1.	Failing to achieve a 75% level during Annual Food Service Audit of contractor's requirements not met.	R5 000.00
2.	Failure to attend scheduled monthly <u>Catering Service meeting without</u> valid reasons.	R1 000.00
3.	Failing to adhere to prescribed mealtimes.	R2 000.00
4.	Serving any food item/dish confirmed by the hospital's Contract Manager or dietician as being spoilt, e.g. mouldy bread, sour milk, rotten fruit or meat etc.	R2 000.00
5.	Failing to correct weight variations below 10% of specified requirements for individual food items.	R2 000.00
6.	Failing to achieve 75% hygiene level during monthly hygiene audit; failing to correct area of improvement within 48 hours after audit.	R2 000.00
7.	Water & electricity wastage – leaving taps running when not in use; failing to switch off electrical appliances when not in use.	R1 500.00
8.	Failing to post contracted numbers of trained staff in any specified or designated area	R1 000.00 per staff member
9.	Failing to adhere staff hygiene standards during routine inspections.	R500.00
10.	Failure to provide all Certificates of Acceptability within one (1) month after the award of the contract.	R500 for each week passed.

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.13	BREACH AND TERMINATION:	Comply/ Accept	Do Not Comply/ Accept
5.13.1	Should either party commit a breach of this contract's provisions and fail to remedy that breach within 14 days after receipt of a written notice, the non-defaulting party, without prejudice to any other right it may have as a result of the breach, shall be entitled to cancel the contract with the other party upon written notice to the address in the contract. The parties agree that the provision of paragraph 23 of the GCC will apply in that event, if it is not conflict with the contract.	☐	☐
5.13.2	The contractor (successful bidder)'s right to use or occupy any part of the premises or use any equipment of HCH, shall cease on termination of the contract.	☐	☐
5.13.3	The contractor (successful bidder) shall vacate the premises on termination of the contract and return all the items in the Inventory Schedule, Annexure E to HCH in the same condition in which they were received, fair wear and tear excepted.	☐	☐
5.13.4	HCH shall be entitled to determine the value of any missing items in collaboration with the contractor (successful bidder), and to deduct the amount of the value or reduced value of such items from any amount due to the contractor (successful bidder).	☐	☐
5.13.5	If HCH should be closed permanently for any reason, HCH shall give the contractor (successful bidder) 3 months prior written notice of the intended closing, and shall reserve the right to terminate this agreement with the contractor (successful bidder) at the time of closing.	☐	☐
5.13.6	The contractor (successful bidder) agrees that the premises may be viewed by prospective bidders accompanied by HCH's Contract Manager at any reasonable time during the last 3 months of the duration of the contract.	☐	☐
5.13.7	The contractor (successful bidder) agrees that the termination of its contract (either when the 3-year term or any extensions have expired) and the commencement of a new service does not constitute a transfer or cession of the service – a. either in the legal sense, or b. as contemplated in paragraph 16.16 of the Accounting Officer's System for Procurement, Supply Chain and Asset Management issued by the Accounting Officer in terms of section 44(1) and 44(2) of the PFMA, 1999 under Supply Chain Management Instruction 1/2016 dated 24 March 2016 and effective from 1 April 2016, and subsequent amendments.	☐	☐
5.13.7	As such, Article 197 of the Labour Relations Act (Act 66 of 1995) and subsequent amendments of the Act cannot be invoked to compel the incoming contractor (successful bidder) to transfer and permanently appoint any or all of the outgoing contractor (successful bidder)'s staff on its establishment.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.13	BREACH AND TERMINATION (continued):	Comply/ Accept	Do Not Comply/ Accept
5.13.8	If members of the outgoing contractor (successful bidder)'s staff wish to remain on site due to logistical considerations (e.g. living in the area), the incoming contractor (successful bidder) may offer employment contracts to such staff, subject to conditions that are similar or better than those of the outgoing contractor (successful bidder), without interference or obstruction from the outgoing contractor (successful bidder).	☐	☐
5.13.9	The outgoing contractor may not prevent the incoming contractor from communicating with its staff to establish interest for new employment contracts or hinder or delay the take-over and commencement of the new service, either deliberately or otherwise.	☐	☐
5.14	TERMINATION OF APPOINTMENT:		
5.14.1	The contractor accepts that if, the duties as set out in (paragraph 2.1) are no longer required due to operational needs, irrespective of whether the contract period is completed or not, this agreement will expire.	☐	☐
5.14.2	Notwithstanding any other provisions contained in this Agreement, the Department shall be entitled to terminate this Agreement forthwith by written notice to the contractor if the contractor- i. enters into insolvency; ii. commits a fraudulent or dishonest act; iii. is prevented from performing its duties hereunder for a period exceeding two months; iv. is guilty of any conduct which is prejudicial to the Department's interest; v. has a judgment entered against it; vi. renders a standard of service which is unprofessional, unacceptable or of a poor quality; vii. due to a change during the contract period, qualifies for lower B-BBEE status points than its current B-BBEE status points; viii. fails to provide a valid tax clearance certificate during the contract period if the Department requests it; ix. fails to provide proof of Public Liability Insurance as specified in this Agreement; or x. the staff member of the contractor who is responsible for rendering the Services loses his/her professional registration to render the Services through a suspension or deregistration by the relevant professional body.	☐	☐

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is COMPULSORY to complete all BLUE-INDICATED AREAS - failure to do so will render your offer non-compliant and ineligible for evaluation and award.

Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.15	INDEPENDENT CONTRACTOR:	Comply/ Accept	Do Not Comply/ Accept
5.15.1	The contractor (successful bidder) will be appointed as an independent contractor (, and not as an employee, and at all relevant times during the currency of the contract no employer/employee relationship shall exist between the parties.	☐	☐
5.15.2	The WCGHW shall not be liable for any injury, loss or damage directly or indirectly incurred by the contractor, as an independent contractor, arising out of or in connection with the services rendered by the contractor in accordance with the contract.	☐	☐
5.16	CONTRACT AFTER AWARD:		
5.16.1	A contract constitutes the entire agreement between the parties and no amendment, alteration, addition or variation of any right, term or condition of the contract will be of any force or effect unless reduced to writing and signed by the parties to the contract.	☐	☐
5.16.2	The parties agree that there are no conditions, variations or representations, whether oral or written and whether expressed or implied or otherwise, other than those contained in the contract.	☐	☐
5.16.3	The contract replaces any other previous verbal or written contract entered into between the Parties.	☐	☐
5.17	WAIVER:		
5.17.1	No waiver of any of the terms and conditions of the contract shall be binding unless expressed in writing and signed by the party giving the same, and any such waiver shall be affected only in the specific instance and for the purpose given.	☐	☐
5.17.2	No failure or delay on the part of either party in exercising any right, power or privilege precludes any other or further exercising thereof or the exercising of any other right, power or privilege.	☐	☐
5.17.3	No indulgence, leniency or extension of time which any party ('the Grantor') may grant or show the other party, shall in any way prejudice the Grantor or preclude the Grantor from exercising any of its rights in terms of the contract.	☐	☐
5.18	SEVERABILITY:		
5.18.1	In the event that any of the terms of the contract are found to be invalid, unlawful or unenforceable, such terms will be severable from the remaining terms, which will continue to be valid and enforceable.	☐	☐
5.19	CONFIDENTIALITY:	Comply/ Accept	Do Not Comply/ Accept
5.19.1	The contractor must not, for the duration of the contract, divulge or make known to any person any information about the affairs of the Department.	☐	☐

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY** to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible for evaluation and award**.
Bidders must complete the 'COMPLY/ACCEPT' / 'DO NOT COMPLY/ACCEPT' sections by marking the applicable tick box with an 'X' or '✓'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.19	CONFIDENTIALITY (continued):	Comply/ Accept	Do Not Comply/ Accept
5.19.2	The information available between the parties obtained in the course of the contract and its implementation will remain confidential to the parties especially when it is not intended to be in the public domain.	☐	☐
5.20	DISPUTE RESOLUTION:	Comply/ Accept	Do Not Comply/ Accept
5.20.1	Mediation:	☐	☐
	a. Any dispute arising from or relating to this contract may be referred to a mediator without legal representation by the parties.		
	b. The dispute shall be heard by a mediator selected by agreement between the parties, at a place and time he/she has determined in consultation with the parties.		
	c. If the parties cannot agree on a particular mediator within 5 calendar days after agreeing to refer the matter for mediation, the serving President of the Law Society of the Cape of Good Hope shall nominate a mediator within 10 calendar days after the parties' failure to agree.		
	d. The mediator at his/her sole discretion shall determine whether the referral shall be made by written or verbal representations, on condition that he/she shall consult with the parties about this determination and be guided by their mutual and reasonable desire of how the representations should be made.		
	e. The parties shall have 14 calendar days to finalise their representations. Within 14 calendar days of receiving the representations, the mediator shall provide a written opinion on the matter and furnish each party with a copy, by hand or by registered post.		
	f. The mediator's opinion shall be final and binding on the parties unless a party is unwilling to accept it. Should this happen, the unwilling party may institute legal proceedings in a court with appropriate jurisdiction, unless the parties agree to refer the dispute to arbitration. The mediator's opinion shall not prejudice the rights of either party in any way if either legal proceedings or arbitration should ensue.		
	g. The mediator shall determine the cost and liability for the cost of mediation, which shall be due and payable to the mediator on presentation of his/her written account.		
5.20.1	Arbitration:	☐	☐
	a. Any dispute arising from or relating to this contract may be referred to arbitration.		
	b. According to the provisions of the Arbitration Act, No. 42 of 1965, arbitration shall be held in Cape Town with the intention that it be concluded within 14 calendar days where possible.		

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

WCGHSC0012/2024 FOR THE PROVISION OF A COMPREHENSIVE CATERING SERVICE AT HARRY COMAY HOSPITAL, UNDER THE CONTROL OF WESTERN CAPE GOVERNMENT HEALTH AND WELLNESS (WCGHW), FOR A 3-YEAR PERIOD

NB: It is **COMPULSORY to complete all **BLUE-INDICATED AREAS** - failure to do so will render your offer **non-compliant** and **ineligible** for evaluation and award.**

Bidders must complete the '**COMPLY/ACCEPT**' / '**DO NOT COMPLY/ACCEPT**' sections by marking the applicable tick box with an '**X**' or '**✓**'?

Para	SECTION 5 – SPECIAL CONDITIONS	Please Mark with 'X' or '✓'	
5.20	DISPUTE RESOLUTION (continued):	Comply/ Accept	Do Not Comply/ Accept
	c. Unless otherwise stated here, if the disputed matter is -	☐	☐
	i. primarily a legal matter, the arbitrator shall be a practising senior advocate of the Cape Bar ;		
	ii. any other matter, the arbitrator shall be an independent, suitably qualified person mutually agreed upon by the disputing parties		
	d. If parties cannot agree whether the question in dispute falls under (a) or 3(b) above and/or on a particular arbitrator within 7 calendar days after agreeing to refer the dispute to arbitration, the serving Chairperson of the Cape Bar Council shall:		
	i. determine whether the question in dispute falls under 3(a) or 3(b); and/or		
	ii. appoint an arbitrator from two arbitrators nominated by each party within 7 calendar days after the parties' failure to agree.		
	e. The arbitrator shall provide his/her decision within 14 calendar days after the completion of arbitration. He/she may determine that the arbitration costs be paid either by one or both parties and at a rate he/she considers appropriate.		
	f. The arbitrator's decision shall be final and binding and may be made an <u>order of the Western Cape High Court</u> , Cape Town on application by either party.		

5.21	COMMUNICATION:	Comply/ Accept	Do Not Comply/ Accept
5.21.1	All notices to be given in terms of the contract shall be given in writing and be delivered or sent by prepaid registered post to the party's chosen <i>domicilium citandi et executandi</i> .	☐	☐
5.21.2	If delivered by hand, a notice shall be presumed to have been received on the date of delivery, or, if sent by prepaid registered post, be presumed to have been received 7 (seven) business days after the date of posting.	☐	☐
5.21.3	Notwithstanding anything to the contrary contained in the contract, a written notice or communication actually received by one of the parties from the other party shall be adequate written notice of communication to such party.	☐	☐

Harry Comay Hospital

5.21.4	Support services	Invoicing and payment enquiries
Contact:	Mr Etienne Thom	Mr Hilton Mapolie
Tel no:	044-814 1099	044-814 1122
E-mail:	Etienne.Thom@westerncape.gov.za	Hilton.Mapolie@westerncape.gov.za

The Bidder

5.21.5	Customer care	Invoicing, accounts and enquiries
Contact:		
Tel no:		
E-mail:		

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT

The purpose of this document is to:

Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
To ensure that clients are familiar with the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and *vice versa* and words in the masculine also mean in the feminine and neuter.

The General Conditions of Contract will form part of all bid documents and may not be amended.

Special Conditions of Contract (SCC) relevant to a specific bid should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Program (NIPP)
34. Prohibition of restrictive practices

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidised by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignee's store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
 - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
 - 1.13 "Fraudulent practice" means a misrepresentation of facts to influence a procurement process or the execution of a contract to the detriment of any bidder and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.

General Conditions of Contract

1. Definitions (continued)

- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Contract site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC paragraph 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC paragraph 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.



General Conditions of Contract

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in paragraphs 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in paragraphs 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier
- 8.6 Supplies and services which are referred to in paragraphs 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of paragraphs 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Paragraph 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING
BID OPENED @ 11:00
18 OCT 2024
1) 2) SIGNED SIGNED

General Conditions of Contract

- 10. Delivery and documents**
- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC
- 10.2 Documents to be submitted by the supplier are specified in SCC.
- 11. Insurance**
- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.
- 12. Transportation**
- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.
- 13. Incidental services**
- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.
- 14. Spare parts**
- 14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
 - (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

15. Warranty

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

- 19. Assignment** 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts** 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance**
- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor (s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Paragraph 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Paragraph 22, unless an extension of time is agreed upon pursuant to GCC Paragraph 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.
- 22. Penalties** 22.1 Subject to GCC Paragraph 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Paragraph 23.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Paragraph 21.2;
 - b) if the supplier fails to perform any other obligation(s) under the contract; or
 - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
 - (ii) the date of commencement of the restriction
 - (iii) the period of restriction; and
 - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

- 23. Termination for default (continued)** 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No 12 of 2004, the court may also rule that such a person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period of not less than five years and not more than ten years. The National Treasury is empowered to determine the period of restriction, and each case will be dealt with on its own merits. According to section 32 of the Act, the Register must be open to the public. The Register can be perused on the National Treasury website.
- 24. Anti-dumping and countervailing duties and rights** 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidised import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him
- 25. Force majeure** 25.1 Notwithstanding the provisions of GCC Paragraphs 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.
- 26. Termination for insolvency** 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
- 27. Settlement of disputes** 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

General Conditions of Contract

27. Settlement of disputes (continued)

- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Paragraph 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
 - (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

WESTERN CAPE GOVERNMENT HEALTH GOODS & SERVICES SOURCING
BID OPENED @ 11:00
18 OCT 2024
1) SIGNED
2) SIGNED

General Conditions of Contract

33. National Industrial Participation (NIP) Program

33.1 The NIP Program administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of restrictive practices

34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).

34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

34.3 If a bidder(s) or contractor (s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor (s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the Bidder(s) or contractor (s) concerned.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

BIDDER'S PROFILE

As WCGHW will only consider bids from contractors (successful bidders) with experience in the provision of catering services to hospitals, historically, this section of the bid document was used to establish bidders' **qualifications and experience** in the provision of a comprehensive food service, particularly in a hospital environment, and to determine the **type, structure and** operational base (**nearest office**) of the organization for the purpose of the bid.

Due to the documentary requirements for compulsory registration as a vendor on the Central Supplier Database (CSD) which is a condition of this bid, however, **certain details are already available to WCGHW on the CSD** and a repetition of this information will not be required in this section. To enable WCGHW to access and verify these details, please **ensure that the following documents required for CSD registration are available and current on the system**:

- Registration documents, in particular your BEE certificate and WCBD6.1 form
- Declaration of Interest
- Business particulars, and
- Owners and shareholders' details

QUALIFICATIONS AND EXPERIENCE

1. Please provide the name of the person who will be responsible for the execution and control of the contract at WCCN on behalf of your company, if your bid is successful. This person's title

2. Please provide the name of the person who will act as the **Catering Manager at Harry Comay Hospital** on behalf of your company, if your bid is successful.

3. Please attach as **Annexure B1** both curriculum vitae to this document, which must contain ID numbers, work and private addresses and contact details, including at least two contact numbers and an e-mail address each. The CVs must make specific mention of the qualifications and experience of the designated staff-members in the field of catering services, particularly in WCCN environment.

ORGANISATIONAL STRUCTURE

4. Please attach as **Annexure B2** an organogram and a description of your organizational structure, detailing how this structure will be applied for the purpose of this bid, if your bid is successful.
5. Please attach as **Annexure B3** a list describing the principles and procedures that will be applied in the management of the service, if your bid is successful.

DETAILS OF BIDDER'S NEAREST OFFICE

6. If your bid is successful, the nearest office from where you will execute the contract will be/is already/ established (*please delete what is not applicable*) at the following physical address:

UNDERTAKING

7. I, (name in print) _____
in my capacity as (designation) _____
and duly authorized, hereby undertake to open and/or maintain an office at the address above from which the catering service shall be conducted and managed during the term of the contract. Staff employed for the purpose of the contract shall be based at the address in the WCBD1 ("the Bid" form)/the address in paragraph 6 above. (*Please delete what is not applicable*).

Signed on behalf of the bidder

Date: _____

**WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING**

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

INVENTORY SCHEDULE

HARRY COMAY HOSPITAL

DEPARTMENT/AREA

The inventory schedule shall include all kitchen utensils, kitchen appliances and kitchen equipment, furniture, cleaning and fire extinguishing equipment, curtains, keys, etc. for each separate area for which the contractor (successful bidder) will be responsible during the term of the contract. This page may be copied for each area for which an inventory schedule is required and for each area where there is insufficient space on one page to list its inventory items. An electronic copy may also be provided on request for electronic capturing of inventory details.

[illegible]

It is hereby acknowledged that the items listed above, as well as any annexures, signed by both parties and attached, comprise the complete inventory schedule for the purpose of the contractual agreement between WCGHW and the contractor (successful bidder)

Signed on behalf of the contractor (successful bidder) Name (print) : Designation : Date :		Signed on behalf of Harry Comay Hospital Name (print) : Designation : Date :	
--	--	--	--

ACCOUNTING SCHEDULES

The following three schedules are the basis of an accounting system that enables the contractor (successful bidder) to claim for services provided at HCH, and for HCH to pay the contractor (successful bidder) for those services.

ANNEXURE E1: DAILY PROVISIONS ISSUED STATEMENT

The daily statement must be completed by the contractor (successful bidder) to indicate the number of meals actually served to patients per mealtime per day. On completion, it must be certified as correct by HCH's authorized representative.

ANNEXURE E2: BROADSHEET

The broadsheet is a summary of the number of meals actually served per mealtime per month. The broadsheet, with supporting daily statements attached, must be checked and certified as correct by HCH's authorized representative and must be attached to the monthly invoice for payment.

ANNEXURE E3: MONTHLY INVOICE

The monthly invoice is a summary of the number of all meals actually served to patients and the individual and total cost of all meals served by the contractor (successful bidder), which constitutes the contractor (successful bidder)'s monthly claim for services to HCH. Before payment can be made, HCH's authorized representative must verify that the amount claimed by the contractor (successful bidder) in the broadsheets supporting the invoice is correct and has been certified. When HCH's authorized representative is satisfied that the furnished invoice is correct, he/she must certify and hand over the invoice with its supporting documents, to HCH accountant for payment.

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

EXAMPLE OF DAILY PROVISIONS ISSUED STATEMENT

HARRY COMAY HOSPITAL

MONTH: _____

WARD: _____

	6:00	7:00-7:30	10:00	12:00-12:30	15:00	17:30-18:00	21:00	Initial	
Diets	Early-morning snack	Breakfast	Mid-morning snack	Lunch	Mid-afternoon snack	Supper	Late-night snack	Hospital	Contractor (successful bidder)
Day 1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
15									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
Meals issued									
Cost/item									
Total cost									

Signed on behalf of Contractor (successful bidder)	Designation _____	Signed on behalf of Harry Comay Hospital	Designation: _____
Name (print):	Date:	Name (print):	Date:

COPY OF BROADSHEET

HARRY COMAY HOSPITAL

MONTH: _____

WARD: _____

Diet/meal each	Early morning snack	Breakfast	In between snack	Lunch	In between snack	Supper	Late night snack
MENU A Full adult							
MENU B High-protein							
MENU C Light							
MENU D1 Diabetic 7,600							
MENU D2 Diabetic 8,400							
MENU E Full fluid							
MENU F Clear fluid							
MENU G Soft							
MENU H Protein-restricted							
MENU I Low-fat							
MENU J Puree							
Total meals & snacks/month							

THE QUANTITIES ABOVE ARE CERTIFIED AS CORRECT

_____	_____
Signed on behalf of the contractor	Signed on behalf of Harry Comay Hospital
Name (print) :	Name (print) :
Designation :	Designation :
Date :	Date :

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

MONTHLY INVOICE

HARRY COMAY HOSPITAL

MONTH: _____

WARD: _____

Diet/meal each		Early morning snack	Breakfast	In between snack	Lunch	In between snack	Supper	Late night snack	Total cost/month
MENU A Full adult	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU B High protein	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU C Light	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU D1 Diabetic 7 600	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU D2 Diabetic 8 400	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU E Full fluid	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU F Clear fluid	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU G Soft	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU H Protein-restricted	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU I Low-fat	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
MENU J Puree	Qty.								
	Cost	R.....	R.....	R.....	R.....	R.....	R.....	R.....	R.....
Total meals & snacks/month									

WESTERN CAPE GOVERNMENT HEALTH
GOODS & SERVICES SOURCING

BID OPENED @ 11:00

18 OCT 2024

1) 2)
SIGNED SIGNED

HARRY COMAY HOSPITAL FOOD SERVICE STAFF ORGANOGRAM

