



**BERGRIVIER MUNICIPALITY**

**SUPPLY CHAIN MANAGEMENT**

Enquiries: Ref: FQ 8/2/58-2024 MN311-2024

Jessica Rossouw

Tel: (022) 022 913 6000

E-mail: [mmoffice@BergMun.org.za](mailto:mmoffice@BergMun.org.za)

Revedy Hendricks

Tel: (022) 022 913 6000

E-mail: [HendricksR@BergMun.org.za](mailto:HendricksR@BergMun.org.za)

As per e-mail:

Dear Sir /Madam

**NOTICE TO BIDDERS**

**ADDENDUM: 1**

**FORMAL QUOTATION 8/2/58-2024 MN311-2024 Appointment of a Service Provider for the Provision of Catering Services for Bergrivier Municipality's Award Ceremony at Rhino Park, Piketberg.**

The changes as attached has been made to the specifications. Please use the document as attached for pricing purposes.

The closing date has been extended from Tuesday, 26 November 2024 at 12h00 until Friday, 29 November 2024 at 12h00.

  
PP MUNICIPAL MANAGER

DATE: 26/11/2024

**Note: Confirmation to the addendum**

**CONFIRMATION**

I ..... (Name and Surname of designated person) hereby declare on behalf of ..... (Company's name),

That I take note of the above changes in the bidding documentation and that my offer will incorporate the changes.

Address: .....  
.....  
.....

Tel no.: .....  
Fax no.: .....

Signature of bidder: .....

Date: .....

**This document must be completed by the bidder (above) and submitted with his offer.**

# **SPECIFICATIONS AND PRICING DATA**

**APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF  
CATERING SERVICES FOR BERGRIVIER MUNICIPALITY'S AWARD  
CEREMONY AT RHINO PARK.**

# 1. SPECIFICATIONS:

**Date:** Friday, 13 December 2024

Venue: Rhino Park, Piketberg

Number of Officials: 350

The number of officials as outlined above will only be used for evaluation purposes. The number of officials may be reduced or increased. The Municipality will inform the successful service provider on the final number of officials to attend the ceremony. The official purchase order will also reflect this number. Service providers are requested to provide a price per person, as per the specifications below. **The food items must be a Mixed Grill (BRAAI).**

The following Food items must be included in each serving, per person:

NO	QUANTITY	FOOD ITEM (DESCRIPTION)
1	4	Chicken Wings (Basted) (2 Flat + 2 Drumette) – See image below
2	1	Braai Wors (Minimum 15cm long)
3	1	Lamb Shoulder Chop (Minimum 1.5cm thick)
4	4	Pork Riblets (Marinated)
5	1	Portion Deep Fried Union Rings (Minimum 150g – Thinly Sliced – Fried weight)
6	1	Buttered Portuguese Roll

- Plastic cutlery (Knife and fork), individually wrapped to be supplied with each serving.
- Food must be prepared off site and delivered to the venue as hot as possible. It will be the responsibility of the appointed service provider to ensure food is not delivered cold.
- Food must be delivered in take away packaging. **SERVICE PROVIDER MUST SUBMIT A SAMPLE OF THE TAKEAWAY PACKAGING WITH THEIR FORMAL QUOTATION.**
- Service providers must submit their Certificate of Acceptability (For Food Handling) with their formal quotation.



The image above is for illustration purposes only. Item on the left is a **FLAT** and the item on the right is **DRUMETTE**. Two of each to be part of a single serving (total 4 piece).

## 2. PREVIOUS EXPERIENCE:

Bidder must provide at least two (2) contactable references with reference letters of successful previous projects/works completed of similar nature within the last five (5) years. The formal quotation will not be evaluated if less than two references are provided.

Entity name	Description of work	Contact Person	Contact Details

## 3. PRICING SCHEDULE

- Service providers are to submit a price per serving (Per plate).
- Each serving (plate) Must include all the items in the specifications.

NO	QUANTITY	FOOD ITEM (DESCRIPTION)	PRICE
1	4	Chicken Wings (Basted) - (2 Flat + 2 Drumette)	
2	1	Braai Wors (Minimum 15cm long)	
3	1	Lamb Shoulder Chop (Minimum 1.5cm thick)	
4	4	Pork Riblets (Marinated)	
5	1	Portion Deep Fried Onion Rings (Minimum 150g – Thinly Sliced Fried weight)	
6	1	Buttered Portuguese Roll	
<b>VAT (15%)</b>			
<b>TOTAL</b>			

**4. ACCEPTING THE TENDER CONDITIONS**

VAT Registered? <b>Yes / No</b>	VAT Number:
Delivery Period: Within two (2) weeks from date of official order	
Penalties for late delivery: 5% of value of official order to a maximum of R 5 000	
<b>THE CONDITIONS HAVE BEEN READ AND ACCEPTED</b>	
Name of Company:	Official Stamp:
Authorised Signature:	
Position:	
Print Name:	
Date:	
Tel no:	Fax no:
E-Mail:	