



**BID FOR PROVISION OF CATERING FOR 057 HC EVENT
2018 VIP AREA AND EVENT STAFF**





BIDDER : _____
CLOSING DATE : 14 OCTOBER 2018
CLOSING TIME : 11H00
FINAL BID PRICE : _____

MINI BID DOCUMENT FOR PROVISION OF CATERING FOR 057 HC EVENT 2018 VIP AREA AND EVENT STAFF ON THE 26TH DECEMBER 2018 IN WELKOM, FREE STATE: Ref-HC/C/2018

Dear Sir / Madam

You are invited to submit your proposal and quotation for the Provision of Catering Services for the official 057 HC VIP Marquee with an attendance of 200 people and also the event staff with a capacity of 120 people.

Please refer to the attached Terms of Reference for details.

NB: It is important that ALL detailed information on required is furnished in full. Failure to comply will render your quotation liable to rejection, as late and incomplete quotations cannot be considered.

Closing Date: 14 OCTOBER 2018 Closing Time: 11h00

Delivery Address: Welkom, Exact venue to be communicated.

Enquiries please contact: Kerapetse Mpanza Email Address: bids@057hc.co.za
Phone:

NB: Quotations must be emailed to **bids@057hc.co.za** before closing date and time.

We are looking forward receiving your quotations.

#057HC #WeAreCominHome

Kerapetse Mpanza

Chief Event Co-ordinator

Initial



TERMS OF REFERENCE

1. PRE REQUISITE AND RETURNABLES

- ✓ Provide certificates of company registration.
- ✓ Pricing Quotation
- ✓ Mini Bid Document
- ✓ Declaration
- ✓ Please make sure that the Mini-Bid Document is initialed, Declaration Signed and Pricing quotation signed.
- ✓ Flexibility regarding menu options (stick to the specified menu items listed)
- ✓ Bidders are to submit at least three (3) letters of reference from any previous clients (if possible)

2. SPECIFICATION

VIP CATERING (for 200)			
Option	Menu Type	DESCRIPTION	Capacity
1	Dinner Buffet	3 x Meats (Grilled chicken, Grilled Fish, Mutton Chops(please succulent))	200
		2x Starch (Moulded Pap and cocktail rolls)	200
		1x Veggies (please propose)	200
		2x Salads (please propose)	200
2	Cocktail Finger Dinner	Assorted Meat Assorted Pastries (meat and/or fish and/or chicken) Assorted Savouries NB: For this menu option please propose and itemize your menu. Creativity is key!	200
	Special instructions	Please deliver with necessary condiments and toothpicks	
EVENT STAFF CATERING (120)			
ITEM NO.	ITEMS	DESCRIPTION	CAPACITY
1	Event staff Food Package	2x Fresh fruit (Banana and Apple) individually packed	120
		2 x Water	120
		1 x Juice	120
		2x Hotdog (Vienna)	120
		1x Mince Curry with rice	120



NB: Quotation should include the above inclusive of VAT, logistical arrangements, disbursements, staff and catering equipment (crockery, cutlery, chuffing dishes etc.)

Kindly attach pricing quotation prepared on company letterhead.

Short listed suppliers will be required to present a food tasting to management. The successful bidder will be subjected to signing a standard service level agreement.

Declaration

I, THE UNDERSIGNED (NAME)..... CERTIFY THAT THE INFORMATION FURNISHED IS CORRECT. I ACCEPT THAT THE 057HC MANAGEMENT MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF THE REQUIRED INFORMATION SUPPLIED AND THE INTERNAL SELECTION PROCESS TO BE UNDERTAKEN.

.....

.....

Signature

Date

.....

.....

Position

Name of Bidding Company

