

# REQUEST FOR PROPOSAL (RFP)

## ON-SITE SPECIALIST SERVICE PROVIDER TO OPERATE AND MANAGE THE CATERING FACILITIES OF EAST LONDON IDZ

The **East London Industrial Development Zone SOC Ltd** is the operator of the East London Industrial Development Zone (ELIDZ), an entity which exists to help manufacturers to become globally competitive through the development and efficient management of a modern, purpose built industrial location, which offers investing industries a streamlined business environment enhanced by a range of supporting services. The zone is already operational and currently houses a number of manufacturers that supply products for the local and international markets.

### SCOPE OF WORK:

The ELIDZ invites suitably qualified and competent service providers for the appointment of an on-site specialist service provider to operate and manage the catering facilities of East London Industrial Development Zone SOC LTD in respect of:

- The Canteen/ staff restaurant and kitchen and
- Conference centre catering

Tender Reference No.	Tender Description / Name	Closing Date / Time
RFP-CAN-0818	<b>The ELIDZ invites suitably qualified and competent service providers for the appointment of an on-site specialist service provider to operate and manage the catering facilities of East London Industrial Development Zone SOC LTD in respect of:</b> <ul style="list-style-type: none"><li>• The Canteen/ staff restaurant and kitchen and</li><li>• Conference centre catering</li></ul>	<b>23 October 2018 (12:00pm)</b>

### BRIEFING MEETING:

**Note:** A compulsory Briefing Meeting with representatives of the Employer will take place at **East London IDZ Conference Centre, Zone 1A on 11 October 2018 starting at 12:00 hours.**

### BID CONDITIONS:

- Tenderers are required to submit a Valid SARS Tax Clearance Certificate with their tender
- Tenderers must be register on CSD database of Treasury
- Tenderers are required to submit a Verified original or certified B-BBEE Certificate. Companies with annual turnover less than R10 million to submit an accountant letter confirming turnover.
- Tenderers must submit technical and financial proposals in two separate envelopes clearly marked **"Envelop A -Technical Proposal"** and **"Envelope B – Financial Proposal"**. Then the financial proposal will only be opened should the technical proposal be found to be acceptable.
- A Non-written and non-signed ELIDZ Price Schedule in the financial proposal in the "Envelope B" submission will result in the disqualification of the tender.
- Inclusion of Price Offer and/ or any price details in "Envelope A -Technical Proposal" will result in the disqualification of the tender.
- Tenderers are required to submit company registration documents and ELIDZ procurement handbook with their tender.
- Preference will be given to 51% Black women owned businesses
- Only 51% Black owned business are eligible to submit a bid.
- Service Providers that previously benefited from ELIDZ supplier development initiatives are not eligible to submit bid.

### EVALUATION:

The evaluation will be guided by the East London Industrial Development Zone procurement policy. Points will be awarded on the basis of Price and BBBEE.

### Score breakdown:

- 80 Points for Price
- 20 Points for BBBEE

All tenders with functionality less than 60% of the total functional requirements will not be considered for the next stage of tender evaluation.

### TENDER DOCUMENT & SUBMISSION:

The RFP document will be available for download at no cost on 28 September 2018 12h00 (Noon) from the East London Industrial Development Zone website: [www.elidz.co.za](http://www.elidz.co.za) under **Opportunities >> Tenders**

The tender must be placed in a sealed envelope marked "Confidential" with the name/address of submitting company and the tender reference number. They must be deposited in the tender box in ELIDZ's Head offices, East London Industrial Development Zone Head Office Building, Lower Chester Road, Sunnyridge, East London.

**ELIDZ will not be responsible for tenders placed in an incorrect tender box. No late tenders will be accepted. Only original tenders will be accepted. Telegraphic, telephonic, telex, facsimile and e-mail will not be accepted.**

### TENDER ENQUIRIES:

Queries relating to this tender may be addressed to: Ms Anathi Mgwaza  
**T:** +27 43 702 8200 | **E:** [anathi@elidz.co.za](mailto:anathi@elidz.co.za)

