

REQUEST FOR PROPOSAL (RFP)

ON-SITE CATERING SERVICE PROVIDER TO OPERATE AND MANAGE THE CATERING FACILITIES

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 East London IDZ would like to appoint an emerging micro enterprise with a Level 1 BBBEE status to assist with the operation of its state of the art Canteen/Staff Restaurant and Kitchen.

Tender Reference No.	Tender Description / Name	Closing Date / Time
RFP-CAN-0219	FOR THE APPOINTMENT OF AN ON-SITE CATERING SERVICE PROVIDER TO OPERATE AND MANAGE THE CATERING FACILITIES OF THE EAST LONDON INDUSTRIAL DEVELOPMENT ZONE SOC LTD IN RESPECT OF: 1. THE CANTEEN/ STAFF RESTAURANT AND KITCHEN; AND 2. THE CONFERENCE CENTRE CATERING	29 March 2019 (12:00pm Noon)

BRIEFING MEETING:

Note: A compulsory Briefing Meeting with representatives of the Employer will take place at **East London IDZ Conference Centre, Zone 1A on 12 March 2019 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 "Envelope 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.
- Only BBBEE Level 1 EME's are eligible to submit a bid.
- Suppliers that previously benefited from an ELIDZ Enterprise and Supplier Development (ESD) Program for a period of two (2) years and more may **NOT** submit a bid. The objective is to develop and empower EME's as per objectives of the ELIDZ SMME Development Policy.

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 **01 March 2019 12h00 (Noon)** from the East London Industrial Development Zone website **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

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