



HARRY GWALA DISTRICT MUNICIPALITY

"Together We Deliver and Grow"

OFFICE OF THE MUNICIPAL MANAGER

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ADVERTISEMENT

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Harry Gwala District Municipality hereby requests for quotations from suitably experienced services providers to provide catering services for Harry Gwala District annual summer cup festival.

SPECIFICATION/SCOPE

Harry Gwala District annual summer cup festival that will take place at Kilimoni/Dazini within the jurisdiction of Dr Nkosazana Dlamini-Zuma local municipality, on the 22nd of November 2025, service provider must have certificate of Acceptability

NOTE: SERVICE PROVIDER MUST PROVINCIALY VETTED.

Catering MENU for 250 people (SATURDAY, 22nd November 2025)

1. MORNING BREAKFAST / TEA FOR VIP GUESTS

MORNING TEA at 08:00 (250 ppl) – SET UP 8:00AM - 22 November 2025

- Tea, Five roses & Rooibos (Individually packed)
- Coffee (Sachets)
- Assorted Muffins (Individually Packed)
- Assorted sandwiches (please include for vegetarian about 30 ppl)
- Fresh milk
- 100% Fruit Juice

2. LUNCH FOR VIP GUESTS

LUNCH MENU 12:00 (250 ppl) SET UP 11:00AM – 22 November 2025

Western cuisine

- Chicken curry
- Savoury rice

- Beef Curry
- Grilled Chicken

African cuisine

- Ujeqe
- Samp
- Amadumbe and sweet potatoes
- Boiled inhloko, Hardbody Chicken, Ox Tripe

Indian cuisine

- Chicken Breyani
- Roast chicken in barbeque sauce
- Vegetarian meal for 30 ppl
- Please provide Hallal Food for 100 people

VEGETABLES

- Cubed butternut topped with ring onions
- Creamed spinach
- Assorted seasonal vegetables tossed with garlic butter

SALADS

- Cubed beetroot with chutney
- Carrot, raisins & cabbage
- Crispy lettuce with feta cheese, cherry tomatoes, cucumber and calamata olives with dressing

DESSERTS

- Fresh fruit display
- Fresh fruit salad
- Ice cream (Blue berry cheese)

ASSORTED SOFT DRINK (250PPL)

- Coke 60 cans
- Sprite Zero 5 cans
- Coke light 15 cans
- Fanta grape 20 cans
- Sprite 10 cans
- Fanta orange 10 cans
- Assorted Fruit 100% - 100 cans
- Sparberry 10 cans
- Grapetiser 10 cans
- Appletiser 10 cans
- 250 bottled Water 500ml

REQUIREMENTS:

- **SERVICE PROVIDER TO PROVIDE CUTLERY, DISHES, GLASSES FOR DRINKS, AND CHAFFING DISHES.**
- **TO SERVE ALL THE MEALS WARM**
- **WAITERS AND WAITRESSES MUST BE WELL DRESSED AND PRESENTABLE TO SERVE ALL GUESTS.**
- **TABLES AND GUEST TO BE HANDLED WELL & NEATLY.**
- **SERVICE PROVIDER MUST BE VETTED.**
- **FOOD TESTING MUST BE DONE BY PROTOCOL TEAM AND ENVIRONMENTAL HEALTH SERVICES.**
- **HEALTH AND SAFETY REGULATIONS MUST BE ADHERED TO.**
- **SERVICE PROVIDER MUST PROVINCIALLY VETTED.**
- **PROVIDE HARDCOPY OF CERTIFICATE OF ACCEPTANCE.**

Invalid or non-submission of the following documents will lead to immediate disqualification of the tender:

- Central Supplier database registration (CSD)
- The following MBD forms must be submitted with all Bids (available on our website and reception). MBD4, MBD6.1, MBD8, MBD9
- Municipal utility bill for the property rates and services for the company not older than 90 days/valid lease agreement/affidavit when your company operates from home or rural area. Attach a municipal payment arrangement agreement with the municipality for rates and services that are in arrears for more than 90 days.
- All quotations submitted must have full name(s) of company, registration number, company letterhead.
- A certificate of acceptability for food handling (COA)

The following conditions will apply:

- Valid tax clearance certificate or SARS pin
- Prices quoted must be firm and must be inclusive of VAT (if applicable).
- All quotations submitted shall be valid for 30 days after the tender closing date.
- Your company must be registered on municipal database and central supplier database.
- 80/20 Preference points system will be used to Evaluate

Allocation of specific goals

Specific goals	Number of points 80/20	Verification
RDP		
Enterprise located within Harry Gwala District	20	Municipal utility bill; directors or co. affidavit CSD

CLOSING DATE

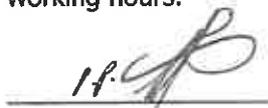
The closing date for the bidders is on ¹³ ~~11~~ **November 2025 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"CATERING SERVICES FOR ANNUAL SUMMER CUP"** on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipal, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered, and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

BID ENQUIRIES

All tender enquiries and all other matters shall be directed to **Miss. T. Mahlaba** on 039 834 8700 during working hours.



GM SINEKE

Municipal Manager