

## ANNEXURE B

## **TENDER EVALUATION CRITERIA**

No	<u>Pre-Qualification Criteria</u> TECHNICAL DESCRIPTION (The technical evaluation will be used as a threshold. All bidders who do not meet the minimum threshold of 80% will	Weightings
	not proceed to the final stage of evaluation.)	
1	<u>Management plan / Methodology</u>	40
	Management/ Operational Plan must include the following information: <ul> <li><u>Executive summary</u></li> </ul>	
	Executive summary submitted - 5 points	
	• Business model	
	Business model submitted - <b>10 points</b> <ul> <li>Human resources plan</li> </ul>	
	<ul> <li>a. Organizational structure indicating all relevant cooking and food</li> <li>preparation skills, food safety skills and/ or qualifications for staff.</li> <li>b. Proposed staff rosters</li> </ul>	
	c. Affiliated with the South African Chefs Association will be added as an advantage – <b>an extra 5 points.</b>	
	<ul> <li>e. Basic food handling Qualification (For all staff members) Human capital plan submitted - 15 points</li> <li>Catering implementation plan</li> </ul>	
	Implementation plan submitted - 5 points	
	No submission - 0	
2	Certificate of Acceptability for Food Premises	30
	Certificate of Acceptability with local authorities – <b>30 points</b>	
	No Certificate of Acceptability with local authorities - <b>0</b>	
3	Contactable Reference Letters on the client's letterhead	15
Ū		10
	Three reference letters within the last 3 years for catering-15 PointsTwo reference letters within the last 3 years for catering- 10 PointsOne reference letter within the last 3 years for catering- 5 PointsNo reference letters within the last 3 years for catering- 0	

Signature of Bidder/s: \_\_\_\_\_



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4	submission of various menus		15
		submitted submission	
		u submitted submission	
	c. Submission of salads menu (different options) salads me	nus submitted	
	n	submission	
	5	nu submitted o submission	
	e. Sandwiches, Rolls, Hamburgers,		
		enu submitted o submission	
	<ul><li>3.1 Bidder submitted all menu requirements</li><li>3.2 Bidder did not submit all menu requireme</li></ul>	– 15 points nts – 0	
	Total Weighting: Minimum qualifying score required:		100%
			80%

The minimum threshold for Bidders to meet is 80% for the Bidders to go through the Commercial Calculator.

Signature of Bidder/s:	 Date: