

## ANNEXURE B

### TENDER EVALUATION CRITERIA

| No | <u>Pre-Qualification Criteria</u>  | Weightings |
|----|--|------------|
| -  | <b>TECHNICAL DESCRIPTION (The technical evaluation will be used as a threshold. All bidders who do not meet the minimum threshold of 80% will not proceed to the final stage of evaluation.)</b>   |            |
| 1  | <p><b><u>Management plan / Methodology</u></b></p> <p>Management/ Operational Plan must include the following information:</p> <ul style="list-style-type: none"> <li>• <u>Executive summary</u><br/>Executive summary submitted - <b>5 points</b></li> <li>• <u>Business model</u><br/>Business model submitted - <b>10 points</b></li> <li>• <u>Human resources plan</u> <ul style="list-style-type: none"> <li>a. Organizational structure indicating all relevant cooking and food preparation skills, food safety skills and/ or qualifications for staff.</li> <li>b. Proposed staff rosters</li> <li>c. Affiliated with the South African Chefs Association will be added as an advantage – <b>an extra 5 points.</b></li> <li>e. Basic food handling Qualification (For all staff members)<br/>Human capital plan submitted - <b>15 points</b></li> </ul> </li> <li>• Catering implementation plan<br/>Implementation plan submitted - <b>5 points</b><br/>No submission - <b>0</b></li> </ul> | 40         |
| 2  | <p><b><u>Certificate of Acceptability for Food Premises</u></b></p> <p>Certificate of Acceptability with local authorities - <b>30 points</b><br/>No Certificate of Acceptability with local authorities - <b>0</b></p>  | 30         |
| 3  | <p><b><u>Contactable Reference Letters on the client's letterhead</u></b></p> <p>Three reference letters within the last 3 years for catering - <b>15 Points</b><br/>Two reference letters within the last 3 years for catering - <b>10 Points</b><br/>One reference letter within the last 3 years for catering - <b>5 Points</b><br/>No reference letters within the last 3 years for catering - <b>0</b></p>  | 15         |

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

Date: \_\_\_\_\_

