

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: <u>Executive summary</u> 	
	Executive summary submitted - 5 points	
	• Business model	
	Business model submitted - 10 points Human resources plan 	
	 a. Organizational structure indicating all relevant cooking and food preparation skills, food safety skills and/ or qualifications for staff. b. Proposed staff rosters 	
	c. Affiliated with the South African Chefs Association will be added as an advantage – an extra 5 points.	
	 e. Basic food handling Qualification (For all staff members) Human capital plan submitted - 15 points Catering implementation plan 	
	Implementation plan submitted - 5 points	
	No submission - 0	
2	Certificate of Acceptability for Food Premises	30
	Certificate of Acceptability with local authorities – 30 points	
	No Certificate of Acceptability with local authorities - 0	
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: _____



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	
	3.1 Bidder submitted all menu requirements3.2 Bidder did not submit all menu requireme	– 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: