

## **REQUEST FOR QUOTATIONS: THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE CATERING SERVICES FOR ALFRED NZO DISTRICT CAREER EXHIBITION ON 22 & 23 AUGUST 2023 IN NTABANKULU MULTIPURPOSE HALL, (NTABANKULU) EASTERN CAPE.**

The Council for the Built Environment (CBE) wishes to invite Quotations from Prospective bidders for the appointment of a service provider to provide Catering Services for Alfred Nzo District Career Exhibition on 22 & 23 August 2023 in Ntabankulu multipurpose hall, (Ntabankulu) Eastern Cape as per below Specification document.

### **1. Background**

To ensure that the CBE provides the catering Services (breakfast and lunch) for the learners, teachers and officials attending the career exhibition.

### **2. Specification**

The CBE requires catering services for a total of 150 people (100 learners, 50 adults consisting of teachers, subject advisors and exhibitors) on day 1 and on day 2, 330 x people (255 learners, 75 adults including teachers, subject advisors and exhibitors) to the central venue, as specified below, for Alfred Nzo District Career Exhibition taking place on 22 & 23 August 2023, in Ntabankulu Multipurpose Hall, Ntabankulu, Eastern Cape.

**Venue where Catering required: Address: Ntabankulu Multipurpose Hall, Ntabankulu, Eastern Cape.**

#### **Breakfast menu - Adults (Teachers, Subject Advisors and Exhibitors)**

An assortment of muffins or scones and sandwiches or filled croissants OR breakfast quiche, fruit kebabs and yoghurt (individual containers) (include plain yoghurt) (no pork). For both days Menu will stay unchanged as per the above. Note different numbers for attendees on both days below.

- **50 people on Day 1 (22 August 2023) And)**
- **75 People on day 2 (23 August 2023**

**b) Lunch:**

**Adults (Buffet) [50 people on Day 1 and 75 People on Day 2]**

- Meat
- 1 Starch
- 1 Salad
- 2 Vegetables
- Beverage's mixture of soft drinks/Juice (for the number above)
- Water bottles each

**c) Lunch for learners-**

**Learners: 110 learners on day 1 and 255 learners on day 2.**

- Four slices of cheese and polonies sandwiches each (brown bread)
- 1 Juice Box/Bottle each
- 2 fruits each
- Packet of Niknaks simba
- Bottle of water each

**SUBMISSION OF QUOTATIONS**

- All Quotations with the required accompanying documentation must be submitted electronically /via email to both [Sthembile@cbe.org.za](mailto:Sthembile@cbe.org.za) and [Afika@cbe.org.za](mailto:Afika@cbe.org.za) not later than the closing date and time. Bidders must please note that the CBE server can receive files to a maximum size limit of 150mb (inclusive of message content and attachment). Should files exceed this size limit, bidders may either send their files in separate emails or alternatively compress the files and submit.
- BBBEE Certificates/ Sworn affidavits must be submitted physically in our bid box at 2nd Floor, Lourie Place, Hillcrest Office Park, Hillcrest Boulevard, 179 Lunnon Road, Hillcrest, Pretoria as they must be Original/ Originally certified copies. (Not later than the closing date and time). Services are allowed to use the courier services.
- The closing date for submission of Quotations and supporting documents required is.

**18 August 2023 at 11:00 AM.**

The CBE looks forward to your responses.

**No** late responses will be accepted.