

Catering Specs	Cost per item (each)	Quantity	Sub total
900 Guests:			
Auditorium Foyer:			
• Welcome Drinks (non-alcoholic) (15:00)			
• Canapes on arrival (16:00)			
• 450 x bottled water			
• 450 x assorted soft drinks			
Marque			
• Cocktail menu with different stations (19:30)			
• Local bar – Beers, Ciders, Wines, soft drinks, Juice and water			
Additional items			
• Backup Power for Bars			
• 6 x LED Bar Counters			
• 12x LED Bar Cubes			
• 7 x LED Plinths			
Marque Set-up			
• 6 x Crystal Garsby Chandeliers			
• 12 x White Plinths Dining Tables			
• 8 x assorted shelves			
Kitchen			
• 2 x Refrigerated trucks			
• 1 x kitchen setup			
• Cutlery & Crockery			
Sound			
• Stage			
• Power			
• AV Equipment			
• Podium			
Décor			
• 20 x LED Walkway lights			
• 40 x Cocktail arrangements			
• 1 x VIP holding room table décor			
• 6 x Flower arrangements for the bars			
• 50 x cocktail arrangements			
• 40 x café table arrangements			
• 3 x food station décor			
• Plinths for food display			
Sub Total			
VAT			
Total			

A minimum score of 70 points must be obtained in order to be evaluated further in terms of financial and B-BBEE.

Functional Evaluation Criteria	Weight		
Previous experience in catering for prestigious events such as inaugurations or similar events - with a minimum of 900 guests or more - service providers to provide proof in the form of reference letters not older than 5 years. 10 events = 70 points 8 events = 65 points 6 events = 60 points 5 events = 55 points 3 events = 50 points less than 3 events = 0 points	70		
A company profile that includes photographs of events	20		
Methodology	10		
<b>Total</b>	<b>100</b>		

#### Mandatory Certifications

ISO 9001 Quality Management Certificate  
COIDA  
Public Liability Insurance  
Halaal Food Certificate  
Kosher Food Certificate

Site visits will be conducted to the premises of shortlisted service providers on 17 February 2023. The exact times will be confirmed with the shortlisted service providers.

Sample menu items must be provided at site visits for evaluation purposes.

Please take note that the venue / site will only be available 24 hours prior to the event.