

**GORDON INSTITUTE OF BUSINESS SCIENCE**

**PROVISION OF GENERAL CATERING SERVICES – RFP NUMBER 2018/100**

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**GORDON INSTITUTE OF BUSINESS SCIENCE**

**A division of the University of Pretoria**

<b>RFP TITLE</b>	<b>PROVISION OF GENERAL CATERING SERVICES AT GIBS ILLOVO CAMPUS</b>
<b>RFP NUMBER</b>	2018/100
<b>CLOSING DATE</b>	Monday 24 September 2018
<b>CLOSING TIME</b>	16:00 (South African Standard Time)
<b>ADDRESS</b>	22 Melville Road, Illovo, Johannesburg
<b>EMAIL</b>	<a href="mailto:cateringrfp@gibs.co.za">cateringrfp@gibs.co.za</a>
<b>WEBSITE</b>	<a href="http://www.gibs.co.za">www.gibs.co.za</a>

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#### **1. REQUEST FOR PROPOSAL (RFP) NOTICE**

- 1.1 Interested parties are required to lodge their RFP response (proposal) by Monday 24 September at 16:00.
- 1.2 Proposals must be delivered to the Illovo Hotel, 22 Melville Road, Illovo, Sandton.
- 1.3 An information session will be held at the Gordon Institute of Business Science (GIBS) on Tuesday 18 September 2018. The session is to commence at 10:00. Interested parties are to send questions by email ([cateringrfp@gibs.co.za](mailto:cateringrfp@gibs.co.za)) in advance. Questions will only be answered at the information session.
- 1.4 Five identical hard copies of the proposal must be submitted.
- 1.5 Proposals must be contained in a single sealed envelope and addressed to the Catering RFP Evaluation Committee, with the RFP number clearly indicated on the envelope.
- 1.6 Respondents will be required to acknowledge their proposal submission by signing a register.
- 1.7 Respondents will receive a receipt in acknowledgement of their submission.
- 1.8 Proposals are confidential and will not be shared with third parties who are not involved in the evaluation of the proposal.
- 1.9 Respondents who have not received notification from GIBS by Monday 8 October 2018 should consider their proposal unsuccessful.
- 1.10 The successful applicant will be notified by Wednesday 7 November 2018.
- 1.11 The committee's decision is final.
- 1.12 GIBS reserves the right, should it so decide to:
  - 1.12.1 not appoint a service provider;
  - 1.12.2 cancel this RFP; and
  - 1.12.3 reissue an amended RFP.
- 1.13 GIBS will not be responsible for cost of the preparation and submission of any proposals.
- 1.14 The information in this document may only be used for the development and preparation of a proposal to this RFP. GIBS' consent is required for the use of this document and information for any other purpose.

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## **2. OFFERING REQUIRED**

The purpose of this engagement is for a service provider to provide the specified catering services on the GIBS Campus in Illovo. This is to be done within the relevant statutory requirements.

- 2.1 The provision of services includes, but is not limited to:
- 2.1.1 a large-volume buffet-style daily meal, 7 (seven) days a week, for programmes, to a defined menu, ordered weekly in advance;
  - 2.1.2 breakfasts for programmes as required, ordered weekly in advance;
  - 2.1.3 executive lunches and dinners for small groups of guests, when required, ordered weekly in advance;
  - 2.1.4 cocktail events when required, ordered weekly in advance;
  - 2.1.5 special events and activities – including but not limited to cook-offs, cocktail shake-offs, braais, wine tastings, picnics and other special events – when required (within menu and price to be agreed), ordered weekly in advance; and
  - 2.1.6 serving and control of alcohol and selected beverages, procured by GIBS in terms of the GIBS liquor licence, when required, ordered weekly in advance.
- 2.2 The expected quantum of catering is indicated in Appendix A (Anticipated Meal Volumes for Costing Purposes). Menus to be fulfilled for each offering are provided in Appendix B (Menus).
- 2.3 The service provider is to maintain:
- 2.3.1 appropriately qualified staff in sufficient numbers to render the services required;
  - 2.3.2 superior hygiene and food production practices in compliance with all relevant statutory requirements and industry best practice;
  - 2.3.3 good housekeeping in all food production and service areas;
  - 2.3.4 control and consolidation of all beverage consumption, as and when required; and
  - 2.3.5 procurement of superior-grade food, ingredients and consumables.
- 2.4 For clarity, the following services are **not** required of the service provider:
- 2.4.1 tea, coffee, beverages and snacks that are served at tea breaks;
  - 2.4.2 tea, coffee and beverages served at all meals; and
  - 2.4.3 holding of a liquor licence.

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### **3. DETAILED DESCRIPTION OF REQUIREMENTS**

#### **3.1 Operating times and dates**

- 3.1.1 The GIBS Campus in Illovo operates 7 (seven) days a week, including outside of normal office hours. The Campus is usually closed for business on the days between Christmas and New Year. A limited number of programmes run in December and January and thus a smaller number of meals will be required.
- 3.1.2 The service provider will be required to provide some services over most public holidays.
- 3.1.3 The selected service provider must be able to respond to “extraordinary” requests related to GIBS being used for international/national conferences and similar events.

#### **3.2 Ordering and operating processes and procedures**

- 3.2.1 Food is ordered by GIBS management from the caterer for a period of one week (Monday to Sunday). The order is placed by midday each Thursday prior to the commencement of the week in which the service is to be delivered.
- 3.2.2 Any reduction to the ordered number of meals will be communicated to the service provider with no less than 48 hours’ notice prior to the required delivery date of such meals. Should GIBS fail to do so, payment in full for the quantity of meals ordered will be made. Should GIBS wish to increase the number of meals required with less than 48 hours’ notice, GIBS will pay the additional costs incurred.

#### **3.3 GIBS Food Philosophy, Mission and Values**

- 3.3.1 The service provider is required to ensure that catering is supplied to the School in a manner that is in alignment with the Food Philosophy and the Mission and the Values of the School.

#### **3.4 GIBS Food Philosophy**



- 3.4.1 At GIBS, we believe that food matters: it offers an opportunity to improve individual and organisational performance through improved energy levels, enhanced concentration,

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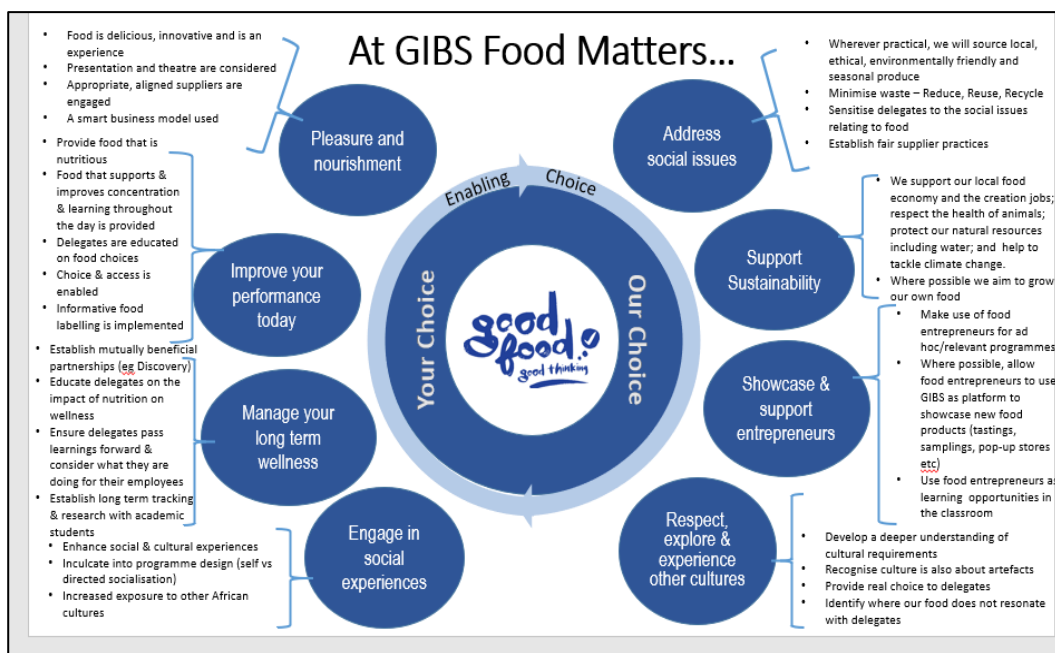
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better learning, exceptional thinking and long-term wellness. We believe that it offers opportunities to learn about the business and ethics of food and is an opportunity to support entrepreneurs and address social issues. The occasions during which we eat allow us to socialise and experience other cultures, whilst offering both nourishment and pleasure.

#### 3.5 Food principles we value and respect:

- 3.5.1 our students and delegates' long-term wellness;
- 3.5.2 quality, nutritious and healthy ingredients;
- 3.5.3 sustainable, ethical and seasonal sourcing;
- 3.5.4 responsible and fair supplier relationships;
- 3.5.5 divergent cultures, religions and traditions;
- 3.5.6 the importance of social issues associated with food;
- 3.5.7 minimising waste; and
- 3.5.8 supporting food entrepreneurs.

#### 3.6 Our Food Philosophy can be summarised in the following model:



#### 3.7 GIBS' Mission

The Mission of GIBS is to significantly improve individual and organisational performance, primarily in South Africa and increasingly in our broader African environment, through high-quality business and management education.

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#### **3.8 GIBS' Values**

To achieve this Mission, GIBS and its employees subscribe to the following set of values:

- 3.8.1 Commitment:** We work with passion, enthusiasm and enjoyment, and see our work as making a meaningful contribution to the transformation of South Africa.
- 3.8.2 Customer-centricity:** We anticipate the needs of the customer (both internal and external) and ensure that we provide excellent service as our standard.
- 3.8.3 Innovation:** We strive to design and deliver innovative business education that enables our customers to remain at the forefront of best business practice.
- 3.8.4 Accountability:** We are individually accountable for the work we produce and the outcomes of our actions in our areas of responsibility.
- 3.8.5 People-centricity:** We treat each other with dignity and positive regard. Relationships are important to us – we look after each other's reputations and we cooperate with each other beyond our own areas of responsibility to ensure excellence in everything that we do.
- 3.8.6 People development:** At GIBS, we enable people to reach their full potential.

#### **4. BUSINESS MODEL OPTIONS**

GIBS envisions appointing a single service provider to provide all the services laid out in this RFP under a single business model. The service provider may, however, present a proposal based on each of the following business models.

##### **4.1 Catering Model One – cost per meal**

The service provider is required to:

- 4.1.1 quote an all-inclusive cost, fixed for 12 (twelve) months, per head, per meal, as per the volumes in Appendix A (Anticipated Meal Volumes for Costing Purposes), according to the menus laid out in Appendix B (Menus). Such cost to include production, service, all staff and management costs and food, ingredients and consumables costs. It should be noted that service costs are to include waitron costs for the serving of beverages (procured by GIBS) associated with the following meal types:
  - 4.1.1.1 light lunches/dinners,
  - 4.1.1.2 braais, and
  - 4.1.1.3 cocktail events;
- 4.1.2 quote separately with regard to the serving of alcoholic and selected other beverages not associated with a meal, an all-inclusive cost for waitron services, per waitron, per hour, fixed for 12 (twelve) months;

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- 4.1.3 ensure that these costs are to be expressed **inclusive of value-added tax (VAT)**;
- 4.1.4 provide such service throughout the year, with the exception of the week between Christmas and New Year when the Campus is closed;
- 4.1.5 invoice GIBS for meals and beverage-waitron services (where applicable), weekly in arrears;
- 4.1.6 pay GIBS for electricity consumed within the kitchens, based on monthly meter readings;
- 4.1.7 provide a monthly statement of account for reconciliation purposes;
- 4.1.8 employ sufficient kitchen, management and other staff to fulfil the obligations of the contract;
- 4.1.9 ensure that such staff be employed directly and not via a labour broker;
- 4.1.10 ensure that such staff be paid a minimum of 15% above the Bargaining Council for the Food Retail, Restaurant, Catering and Allied Trades rates, as published annually;
- 4.1.11 allow GIBS or its authorised agents to inspect the financial accounts relating to the payment of such staff; and
- 4.1.12 use water judiciously.

#### **4.2 Catering Model Two – cost plus with a management fee**

The service provider is required to:

- 4.2.1 quote an all-inclusive cost for:
  - 4.2.1.1 all staff, and
  - 4.2.1.2 a management fee, inclusive of the service provider's margin, that is
  - 4.2.1.3 monthly, fixed for 12 (twelve) months, for the provision of catering services based on the estimated volumes stated in Appendix A (Anticipated Meal Volumes for Costing Purposes) and menus laid out in Appendix B (Menus).  
These costs are to **be expressed inclusive of VAT**;
- 4.2.2 ensure that such quote lays out the specifics of the staff to be employed;
- 4.2.3 ensure that such staff be employed directly and not via a labour broker;
- 4.2.4 retain such staff for the duration of the contract, unless otherwise mutually agreed;
- 4.2.5 ensure that such staff be paid a premium of 15% above the Bargaining Council for the Food Retail, Restaurant, Catering and Allied Trades rates, as published annually;
- 4.2.6 invoice GIBS for the agreed staff and management fee (inclusive of the service provider's margin) monthly in arrears. Such (uncontested) invoices to be paid by GIBS within 15 (fifteen) days of the date of invoice;
- 4.2.7 propose separately, on a cost-plus basis, a percentage mark-up for the procurement of the required food, ingredients and consumables. Any mark-up proposed is to be



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- expressed as a percentage of the procurement spend, and is to be calculated on the procurement value **exclusive of VAT**;
- 4.2.8 procure food, ingredients and consumables on a best-price basis and maintain sound stock control;
  - 4.2.9 optimise stock management and minimise wastage and shrinkage, and ensure that all procurement is strictly related to the provision of meals ordered as per the laid-out procedure. GIBS reserves the right to audit stock from time to time;
  - 4.2.10 declare any and all confidential rebates relating to the procurement of any items procured for the GIBS contract;
  - 4.2.11 invoice GIBS for the cost of food, ingredients and consumables on the agreed basis, weekly in arrears;
  - 4.2.12 provide copies of supplier invoices to support such invoices. GIBS undertakes to pay uncontested invoices 15 (fifteen) days from date of invoice;
  - 4.2.13 provide a monthly statement of account for reconciliation purposes;
  - 4.2.14 allow GIBS or its authorised agents to inspect the financial accounts relating to the payment of staff, as well as cost-plus procurement;
  - 4.2.15 provide a catering service throughout the year, with the exception of the week between Christmas and New Year when the Campus is closed; and
  - 4.2.16 use the resources of water, gas and electricity judiciously. GIBS will cover the costs of the water, gas and electricity consumed in the provision of these services.

## **5. OBLIGATIONS OF THE PARTIES**

### **5.1 Service provider obligations (for both models)**

- 5.1.1 Provide meals in accordance with the menus laid out in Appendix B (Menus). Menus are predetermined by an independent consulting chef, in keeping with the GIBS Food Philosophy, and reviewed seasonally;
- 5.1.2 use the available space on the Campus to create special and memorable eating occasions by providing buffet props and buffet ware, to be refreshed throughout the contract period;
- 5.1.3 procure superior-grade food, ingredients and consumables;
- 5.1.4 control the quality of all food and beverages, in line with industry best practices;
- 5.1.5 ensure the fair and equitable allocation of food and portion control to diners;
- 5.1.6 implement appropriate hygiene controls, including a quarterly hygiene audit – to be undertaken by an independent third party at the expense of the provider – where a minimum score of 85% must be maintained at all times. Such reports to be made available to GIBS timeously;

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- 5.1.7 fulfil the relevant statutory and regulatory requirements, including but not limited to:
  - 5.1.7.1 sound human resource practices in line with the Basic Conditions of Employment Act (BCEA), Labour Relations Act (LRA), Employment Equity Act (EE), Protection of Personal Information Act (POPIA), Occupational Health and Safety Act (OHSA) and statutes of the Republic of South Africa. The service provider must agree to annual audits of all statutory requirements. The rates of pay for all staff must be based on a premium of 15% on the Bargaining Council for the Food Retail, Restaurant, Catering and Allied Trades Agreement rates, in addition to all other specified,
  - 5.1.7.2 skills development programmes for staff employed by the service provider, with proof of registration with a relevant Sector Education and Training Authority (SETA), and
  - 5.1.7.3 compliance with the Bargaining Council for the Food Retail, Restaurant, Catering and Allied Trades Agreement;
- 5.1.8 provide skilled and efficient management of the facilities, in line with the operational requirements of the School;
- 5.1.9 cover the cost of GIBS making good any damage caused by the service provider's staff to the buildings and equipment of GIBS;
- 5.1.10 attend and participate in all relevant meetings to facilitate open communication, and to ensure that all relevant bookings and/or functions are recorded and delivered upon;
- 5.1.11 implement and maintain sound environmental and waste practices in line with green principals, including zero usage of plastic straws, single-use plastic and other products that are not recyclable;
- 5.1.12 use water, gas and electricity judiciously;
- 5.1.13 facilitate inspections of kitchens and serving areas by GIBS or its authorised agents;
- 5.1.14 maintain operating equipment at par and take stock monthly. GIBS reserves the right to audit the equipment from time to time;
- 5.1.15 provide tools of the trade and suitable uniforms for all staff;
- 5.1.16 not permit the name of the service provider's business to be advertised/publicised on the GIBS Campus without prior agreement with GIBS. GIBS will own the names to all catering venues on campus;
- 5.1.17 participate exclusively in the GIBS food and service evaluation process; and
- 5.1.18 interview and recruit as many staff as possible from the hospitality staff who are currently deployed on the GIBS Campus. At least 60% of the staff requirement must be employed from this pool of hospitality staff.

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#### **5.2 GIBS' obligations**

GIBS will undertake the following to facilitate the delivery of the catering service:

- 5.2.1 provide a kitchen, including all furniture, fittings, equipment (kitchen smalls) and operating equipment Appendix C (Operating Equipment) required to enable the service provider to offer a catering service as laid out in this document;
- 5.2.2 maintain GIBS-provided facilities and equipment within the bounds of normal wear and tear;
- 5.2.3 pay verified, uncontested invoices within 15 (fifteen) days of receipt thereof;
- 5.2.4 work with the service provider with a degree of urgency to resolve any disputed invoices;
- 5.2.5 subject to agreement, provide assistance with venues for skills development and training of the service provider's staff when requested;
- 5.2.6 provide an office on campus to facilitate administration, and provide at least one telephone; and
- 5.2.7 provide the necessary secure space for the storage of food, ingredients and consumables.

#### **6. DURATION OF CONTRACT**

- 6.1 Commencement date of the contract will be Tuesday 1 January 2019.
- 6.2 The duration of the contract will be 24 (twenty-four) months from the commencement date.
- 6.3 The contracted prices will attract an increase in the second 12 (twelve)-month period, as follows:
  - 6.3.1 Catering Model One: The weighted average of the Bargaining Council for the Food Retail, Restaurant, Catering and Allied Trades Agreement annual wage increase (25% weighting) and the greater of the consumer price index (CPI) or food inflation for the previous 12 (twelve)-month period, as defined by Stats SA (75% weighting); and/or
  - 6.3.2 Catering Model Two: The weighted average of the Bargaining Council for the Food Retail, Restaurant, Catering and Allied Trades Agreement annual wage increase (75% weighting) and CPI for the previous 12 (twelve)-month period, as defined by Stats SA (25% weighting).
- 6.4 The contract will be automatically extended for a further 12 (twelve)-month period if the service provider's proposed increase for the third 12 (twelve)-month period does not exceed the metrics described above.
- 6.5 Should the service provider intend to increase costs by more than the levels indicated above for the third 12 (twelve)-month period, the service provider is required to inform GIBS by 30 June of that year.

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## **7. EVALUATION PROCESS**

### **7.1 Evaluation Committee**

A committee comprising GIBS senior management will assess the RFPs and will score the RFPs based on the selection criteria as outlined in the RFP document. The formation of the committee will be as follows:

- 7.1.1 Finance Director;
- 7.1.2 Administration Director;
- 7.1.3 Commercial Director; and
- 7.1.4 General Manager: Operations.

**GIBS reserves the right to change the committee participants and/or co-op others, including external consultants, onto the selection committee.**

### **7.2 Service provider selection criteria**

- 7.2.1 The evaluation of the proposal will be undertaken by the Evaluation Committee. Shortlisted applicants may be required to make a presentation of not more than 60 (sixty) minutes.
- 7.2.2 Should a shortlisted applicant choose not to make a presentation, having been requested to do so, GIBS may (entirely at its own discretion) disqualify such an applicant.
- 7.2.3 GIBS will not bear any costs incurred by the applicant in the development or delivery of the presentation.
- 7.2.4 The contract will be awarded based on the committee's deliberation and evaluation of the following criteria:
  - 7.2.4.1 cost of the services;
  - 7.2.4.2 attractiveness of the business model to GIBS;
  - 7.2.4.3 broad-based black economic empowerment (B-BBEE) rating;
  - 7.2.4.4 experience and track record in managing a catering operation of a similar nature to the services described in this document;
  - 7.2.4.5 evidence of management's specific technical skills to enable the provision of this service;
  - 7.2.4.6 evidence of procurement and supply chain management capability;
  - 7.2.4.7 skills development culture and track record;
  - 7.2.4.8 organisational fit with GIBS;
  - 7.2.4.9 independent hygiene ratings at currently managed operations – 3 (three) consecutive ratings from a maximum of 3 (three) sites;

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7.2.4.10 current customer satisfaction ratings; and

7.2.4.11 demonstration of excellence in the provision of similar services.

#### **7.3 Additional supporting documentation**

In addition to any documentary evidence provided to support the criteria described in clause 7.2, applicants are **required** to provide:

7.3.1 details of all current business locations at which catering services are provided  
Appendix E (Current Business Location Form);

7.3.2 3 (three) written references. GIBS reserves the right to request further references from and/or conduct site visits to any business location listed. Applicants will be required to arrange site visits, should GIBS so request. Cost for transport to such sites are to be carried by GIBS;

7.3.3 a valid black economic empowerment (BEE) certificate, and a BEE improvement plan should the BEE score be less than Level 4;

7.3.4 financial statements for the last 3 (three) financial years;

7.3.5 company registration certificate and Companies and Intellectual Property Commission (CIPC) directors' information; and

7.3.6 proof of compliance with the following legislation:

7.3.6.1 VAT registration and VAT clearance certificate,

7.3.6.2 Compensation for Occupational Injuries and Diseases (COID) letter of good standing (LOGS),

7.3.6.3 pay-as-you-earn (PAYE) LOGS, and

7.3.6.4 Skills Development Levy LOGS.

## **8. CONTRACT NEGOTIATIONS**

At the completion of the selection process, GIBS reserves the right to enter into more detailed negotiations with one or more service providers.

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## APPENDIX A: ANTICIPATED VOLUME OF BUSINESS FOR COSTING PURPOSES

Menu	Item	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	TOTAL 2017	% sales mix
1	Meal of the day	6 759	6 284	7 224	4 179	7 092	6 343	8 284	5 504	6 440	6 277	6 482	1 183	72 051	82.34%
2	Combo GIBS breakfast	80	258	389	283	333	357	353	435	464	342	359	112	3 765	4.30%
3	Light lunch/dinner	270	126	531	405	251	360	314	738	132	665	1 149	40	4 981	5.69%
4	Braai	75	0	133	40	40	31	0	167	486	111	0	180	1 263	1.44%
5	VIP cocktails	16	22	12	15	33	0	69	65	24	48	75	0	379	0.43%
6	Standard cocktails	375	280	207	135	346	505	293	598	180	646	608	45	4 218	4.82%
7	Cook-offs	0	45	146	0	60	165	159	47	0	83	139	0	844	0.96%

This table reflects 2017 actual volumes, which cannot be guaranteed.

Note: No prices required for cook-offs, which is a delegate teambuilding event. The appointed service provider will be given the opportunity to propose a creative event for delegate teambuilding.

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# APPENDIX B: MENUS

## MENU 1 – MEAL OF THE DAY

Using the 15-day meal-of-the-day menu cycle provided below, quote a single price for an all-inclusive cost, fixed for 12 months, per head, per meal, inclusive of VAT.

**NOTE:**

- The 15-day menu cycle will be adjusted seasonally and will be of the same standard and costing.
- Portion sizes to be used are:
  - soup – 200 ml;
  - protein – 250 g;
  - vegetarian option – 150 g;
  - starch – 80 g;
  - salad – 50 g;
  - dessert – 60 g; and
  - bread – 1 serving per person.

<b>DAY 1</b>
<b>THEME: HARVEST TABLE</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>• Ginger, carrot and turmeric soup with crumbled feta and fresh thyme</li> </ul>
<b>MAINS</b>
<b>Protein</b>
<ul style="list-style-type: none"> <li>• Salmon fishcakes with chervil hollandaise</li> <li>• Chicken, kale and mushroom pie with golden filo pastry crust</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>• Onion, goat's cheese, broccoli and wild garlic tart</li> </ul>
<b>Starch</b>
<ul style="list-style-type: none"> <li>• Triple-cooked potato wedges</li> <li>• Warm brown rice and lentil salad with braised fennel, parsley and fresh lemon</li> </ul>
<b>Salads</b>
<ul style="list-style-type: none"> <li>• Pea shoot salad with garden peas, mange tout and shaved yellow courgette</li> <li>• Grilled artichoke, avocado, grape tomatoes, spiced chickpeas, cucumber, radish and watercress</li> <li>• Chargrilled long-stem broccoli with toasted almonds</li> </ul>
<b>Bread station</b>

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<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>Lemon posset with fruit compote and shortbread finger</li> <li>Chocolate brownie with Madagascan vanilla ice cream</li> </ul>
<p><b>DAY 2</b></p> <p><b>THEME: FLAME-ROASTED</b></p> <p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>Flame-roasted tomato, garlic, red pepper and red onion soup with deep-fried basil</li> </ul> <p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>Southern-style slow-blackened BBQ beef brisket</li> <li>Smoked and braised lamb shoulder</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>Flame-roasted cauliflower steaks with chipotle and lime dressing</li> </ul> <p><b>Starch</b></p> <ul style="list-style-type: none"> <li>Black bean and coconut rice pilaf with fresh herbs</li> <li>Herbed smashed baby potatoes</li> </ul> <p><b>Salads</b></p> <ul style="list-style-type: none"> <li>Whole roasted mixed root vegetables with baba ghanoush and pomegranate</li> <li>Cider vinegar slaw of cabbage, carrot and celery</li> <li>Grilled corn on the cob with sriracha aioli</li> </ul> <p><b>Bread station</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>Pumpkin pecan pie with sour cream</li> <li>Banana split trifle</li> </ul>
<p><b>DAY 3</b></p> <p><b>THEME: NORTH AFRICAN</b></p> <p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>Grilled vegetable soup with lemon yoghurt and cracked pepper</li> </ul> <p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>Bulgur wheat, allspice and currant-stuffed sardines with lemon and parsley</li> <li>Oxtail stew with pumpkin and cinnamon</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>Braised fennel with capers and olives</li> </ul> <p><b>Starch</b></p> <ul style="list-style-type: none"> <li>Root vegetable mash with red wine-braised pickling onions</li> <li>Wild rice with toasted seeds, nuts and fresh herbs</li> </ul>



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<p><b>Salads</b></p> <ul style="list-style-type: none"> <li>• Mung bean and carrot salad</li> <li>• Long-stem broccoli and pea salad with fine beans, black mustard seeds, coconut and fresh coriander with tahini dressing</li> <li>• Green pepper and celery salad with parsley, capers and feta</li> </ul> <p><b>Bread station</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>• Rose essence meringue roulade with berries</li> <li>• Walnut and halva cake with cinnamon sugar topping</li> </ul>

<b>DAY 4</b>
<b>THEME: CURRIES OF THE WORLD</b>
<p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>• Fragrant Jamaican chicken curry</li> <li>• Lamb Madras curry</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>• Thai butternut squash, baby corn and coconut curry</li> <li>• Punjabi dal makhani</li> </ul> <p><b>Curry condiments</b></p> <ul style="list-style-type: none"> <li>• Cucumber yoghurt; crispy fried onions; tomato, cucumber and red onion sambal; chutneys</li> <li>• Pakoras and onion bhajis (deep-fried Indian treats)</li> </ul> <p><b>Bread station of naan and roti</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>• Aamrakhand cups</li> <li>• Gulab Jamun cheesecake</li> </ul>

<b>DAY 5</b>
<b>THEME: PARTY FRIDAY – AMERICAN</b>
<p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>• Roasted pumpkin and garlic soup with thyme and chilli oil</li> </ul>
<p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>• Braised beef Philly cheese steak sandwiches</li> <li>• Grilled sticky buffalo wings with blue cheese dipping sauce</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>• Chunky portabella and black bean cheese burger</li> </ul> <p><b>Starch</b></p> <ul style="list-style-type: none"> <li>• Chip station with lemon salt and crispy rosemary (selection of condiments)</li> <li>• Lemon and garlic orzo with mixed roasted vegetables</li> </ul>

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<p><b>Salads</b></p> <ul style="list-style-type: none"> <li>• Crispy coconut cauliflower florets with watercress and chilli dressing</li> <li>• Southern-style black bean salad with sweet potato wedges</li> <li>• Cobb salad with crispy broccoli and ranch dressing</li> </ul> <p><b>Bread station</b></p> <p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>• Lemon meringue</li> <li>• Cherry pie</li> </ul>
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<b>DAY 6</b>
<b>THEME: AUTUMN INSPIRATION</b>
<p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>• Mushroom and pearl barley soup with chives and fresh thyme</li> </ul> <p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>• Chicken with lemon, green olives and herbs</li> <li>• Roast beef with roasted red peppers, grilled red onion and tarragon béarnaise sauce</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>• Twice-baked sweet potato with quinoa, kale and goat's cheese</li> </ul> <p><b>Starch</b></p> <ul style="list-style-type: none"> <li>• Warm baby potato salad with fresh peas, mint and spring onion</li> <li>• Roasted broccoli and hazelnut carbonara</li> </ul> <p><b>Salads</b></p> <ul style="list-style-type: none"> <li>• Mixed salad greens with pickled onions, grapes and hard cheese</li> <li>• Chilli-roasted butternut with rosa tomato, watercress and rocket salad and sundried tomato dressing</li> <li>• Autumn fig and crumbed blue cheese salad with radicchio</li> </ul> <p><b>Bread station</b></p> <p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>• Coconut bavarois with fresh fruit (gelatine-set anglaise)</li> <li>• Dark chocolate mousse cake</li> </ul>

<b>DAY 7</b>
<b>THEME: ASIAN</b>
<p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>• Hot and sour soup with tofu shitake mushrooms and spring onion</li> <li>• Prawn crackers</li> </ul> <p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>• Crispy sticky beef with toasted sesame seeds</li> <li>• Thai grilled squid with coriander, ginger dipping sauce</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>• Chinese-style eggplant with garlic sauce</li> </ul>

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<p><b>Starch</b></p> <ul style="list-style-type: none"> <li>• Roasted teriyaki mushrooms, bok choy and broccolini soba noodles</li> <li>• Kimchi egg-fried rice</li> </ul> <p><b>Salads</b></p> <ul style="list-style-type: none"> <li>• Maple miso-roasted sweet potato and carrots with sesame seeds</li> <li>• Crunchy ramen noodle salad with cabbage, cucumber and fresh peas</li> <li>• Sweet and sour cucumber salad</li> </ul> <p><b>Bread station</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>• Mango and coconut cream panna cotta</li> <li>• Strawberry short cake</li> </ul>

<b>DAY 8</b>
<b>THEME: CENTRAL AFRICAN FLAVOURS</b>
<p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>• Black bean and sweet potato soup with smoked paprika</li> </ul>
<p><b>MAINS</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>• Potash asaro with chicken (porridge yam stew with chicken)</li> <li>• Gizdodo (gizzards and plantains – gizardo – aromatic stewed chicken gizzard and plantains infused with herbs, bell peppers)</li> <li>• Mtuzi wa samaki (Swahili fish stew with coconut)</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>• Ethiopian berbere spiced lentil stew</li> </ul> <p><b>Starch</b></p> <ul style="list-style-type: none"> <li>• Brown spinach rice</li> <li>• Pap</li> </ul> <p><b>Salads</b></p> <ul style="list-style-type: none"> <li>• Ye'abasha Gomen (braised collard greens and kale seasoned with flavours of paprika, cumin, coriander and cayenne)</li> <li>• Cauliflower, purple cabbage, raisin and spicy leaf salad with lemon and coriander dressing</li> <li>• Roasted baby beetroot and carrots with spinach and pomegranate</li> </ul> <p><b>Bread station</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>• Passion fruit pudding cake</li> <li>• Mandazi (East African beignet with caramel sauce)</li> </ul>

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<b>DAY 9</b>
<b>THEME: FRENCH INFLUENCE</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>• Chunky Provencal vegetable soup with dill pesto</li> </ul>
<b>MAINS</b>
<b>Protein</b>
<ul style="list-style-type: none"> <li>• Beef bourguignon</li> <li>• Sausage and chicken cassoulet</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>• Cassoulet with mushrooms, chard and crunchy nut crumb</li> </ul>
<b>Starch</b>
<ul style="list-style-type: none"> <li>• Sweet potato and sage gratin</li> <li>• Pommes Anna (French melted potatoes)</li> </ul>
<b>Salads</b>
<ul style="list-style-type: none"> <li>• Deconstructed salad niçoise</li> <li>• Ratatouille</li> <li>• Salad Lyonnaise with smoky pan-fried chickpeas, eggs and sourdough croutons</li> </ul>
<b>Bread station</b>
<b>DESSERT</b>
<ul style="list-style-type: none"> <li>• Apple tarte tatin with vanilla ice cream</li> <li>• Dark chocolate mousse with raspberry coulis</li> </ul>
<b>DAY 10</b>
<b>THEME: PARTY FRIDAY – SPANISH AND ITALIAN STYLE</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>• Tuscan bean soup</li> </ul>
<b>MAINS:</b>
<b>Protein</b>
<ul style="list-style-type: none"> <li>• Asiago chicken with sundried tomatoes and spinach – *pasta sauce</li> <li>• Beef lasagne</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>• Creamy mushroom pasta with caramelised red onion and spinach – *pasta sauce</li> <li>• Classic arrabiata sauce with olives and capers – *pasta sauce</li> <li>• Roasted butternut lasagne with ricotta, aubergine rosemary and mushrooms</li> </ul>
<b><i>*Penne and spaghetti will be served on the side to go with any of the pasta sauces</i></b>
<b>Salads</b>
<ul style="list-style-type: none"> <li>• Rocket, pear and turnip salad with manchego cheese</li> <li>• Baby spinach, black olive and orange salad with toasted almonds</li> <li>• Tomato and roasted pepper panzanella salad</li> </ul>

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<b>Bread station</b>
<b>DESSERT</b>
<ul style="list-style-type: none"> <li>Spanish crema Catalana</li> <li>Tiramisu</li> </ul>

<b>DAY 11</b>
<b>THEME: GIBS EATERY</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>Green pea and broccoli soup with blue cheese and mint oil</li> </ul>
<b>MAINS</b>
<b>Protein</b>
<ul style="list-style-type: none"> <li>Fisherman's pie with cheesy mash and herbed crumb</li> <li>Portuguese-style butterflied chicken</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>Courgette spaghetti, pesto and tomato cream</li> </ul>
<b>Starch</b>
<ul style="list-style-type: none"> <li>Quinoa tabbouleh</li> <li>Warm potato salad with dill and chives</li> </ul>
<b>Salads</b>
<ul style="list-style-type: none"> <li>Cheddar, walnut and apple salad with balsamic dressing</li> <li>Baked beetroot salad with rocket, lemon and ricotta</li> <li>Grilled butternut, aubergine and shaved courgette with basil baby spinach</li> </ul>
<b>Bread station</b>
<b>DESSERT</b>
<ul style="list-style-type: none"> <li>Fudge and chocolate brownies</li> <li>Strawberry and rhubarb crumble</li> </ul>

<b>DAY 12</b>
<b>THEME: TURKISH AND GREEK AFFAIR</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>Spicy chickpea and bulgur wheat with feta and mint</li> </ul>
<b>MAINS:</b>
<b>Protein</b>
<ul style="list-style-type: none"> <li>Lamb moussaka</li> <li>Chicken souvlaki with tzatziki and hummus</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>Red lentil and aubergine moussaka</li> </ul>
<b>Starch</b>
<ul style="list-style-type: none"> <li>Fragrant saffron jewelled rice</li> </ul>

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<ul style="list-style-type: none"> <li>New potatoes with burnt spring onion and peas</li> </ul> <p><b>Salads</b></p> <ul style="list-style-type: none"> <li>Harissa-roasted cauliflower, baby kale greens and tahini dressing</li> <li>Persian shirazi salad of cucumber and tomato and preserved lemon</li> <li>Red cabbage, beetroot and date salad</li> <li>Spanakopita</li> </ul> <p><b>Bread station</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>Baklava</li> <li>Kazandibi (Turkish rice pudding)</li> </ul>

<p><b>DAY 13</b></p>
<p><b>THEME: PROUDLY SOUTH AFRICAN</b></p>
<p><b>SOUP</b></p> <ul style="list-style-type: none"> <li>Split pea soup</li> </ul>
<p><b>MAINS:</b></p> <p><b>Protein</b></p> <ul style="list-style-type: none"> <li>Traditional bobotie</li> <li>Chicken, beef short rib and sausage on the braai with sheba and chakalaka</li> </ul> <p><b>Vegetarian option</b></p> <ul style="list-style-type: none"> <li>Butternut and lentil bobotie</li> </ul> <p><b>Starch</b></p> <ul style="list-style-type: none"> <li>Yellow rice with raisins</li> <li>Pap, samp and beans</li> </ul> <p><b>Salads</b></p> <ul style="list-style-type: none"> <li>Green bean salad with mustard seeds and tarragon</li> <li>Fennel and asparagus salad with toasted nuts</li> <li>Three-bean salad</li> </ul> <p><b>Bread station</b></p>
<p><b>DESSERT</b></p> <ul style="list-style-type: none"> <li>Malva pudding with custard</li> <li>Milk tart</li> </ul>

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<b>DAY 14</b>
<b>THEME: COMFORTING WINTER</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>Cheddar, broccoli and cauliflower soup with herbed croutons</li> </ul>
<b>MAINS</b>
<b>Protein</b>
<b>Carvery</b>
<ul style="list-style-type: none"> <li>Roast beef topside with rosemary and garlic pan reduction</li> <li>Roast chicken with white wine and tarragon gravy</li> <li>Yorkshire pudding</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>Whole stuffed butternut with water chestnuts, spinach, roasted peppers and mushrooms with rocket and watercress pesto</li> </ul>
<b>Starch</b>
<ul style="list-style-type: none"> <li>Roast potatoes</li> <li>Honey-glazed root vegetables of parsnip, turnips, carrots</li> </ul>
<b>Salads</b>
<ul style="list-style-type: none"> <li>Autumn glow salad of bulgur wheat, sweet potato, rosemary and apple with lemon dressing</li> <li>Kale and caramelised mixed mushroom salad</li> <li>Slow-roasted beetroot salad with rocket, goat's cheese and toasted walnuts</li> </ul>
<b>Bread station</b>
<b>DESSERT</b>
<ul style="list-style-type: none"> <li>Chocolate and vanilla cream puffs</li> <li>Salted caramel apple pie with whipped cream</li> </ul>
<b>DAY 15</b>
<b>THEME: PARTY FRIDAY – SOUTH AMERICAN FIESTA</b>
<b>SOUP</b>
<ul style="list-style-type: none"> <li>Nacho-inspired soup with spiced pumpkin and sunflower seeds, sour cream and pico de gallo</li> </ul>
<b>MAINS:</b>
<b>Protein</b>
<ul style="list-style-type: none"> <li>Braised chilli con carne</li> <li>Fish goujons</li> </ul>
<b>Vegetarian option</b>
<ul style="list-style-type: none"> <li>Black bean stew</li> <li>Condiment station</li> <li>Shredded lettuce</li> <li>Cheese</li> <li>Sour cream</li> <li>Cabbage slaw</li> <li>Guacamole</li> <li>Fresh lemon</li> </ul>

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- Jalapenos
- Coriander
- Spring onion
- Taco shells

#### **Starch**

- Patatas bravas with aioli
- Herbed and grilled vegetable couscous salad
- Steamed brown rice

#### **Salads**

- Whole flame-roasted corn on the cob
- Chargrilled asparagus with olives, feta and chimichurri dressing
- Rocket, parsley, baby spinach, cucumber, carrot and radish salad

#### **Bread station**

#### **DESSERT**

- Argentinian chocotorta
- Chilean torta de mil hojas



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## MENU 2 – GIBS COMBO BREAKFAST

Quote an all-inclusive cost, fixed for 12 (twelve) months, per head, per meal (inclusive of VAT) for the following offering:

#### **COLD SELECTION**

- Selection of 3 (three) sliced seasonal fruits
- Assorted nuts and dried fruits
- Three different types of yoghurt
- Three different cereals
- Two types of jam or preserves
- Three cold meats
- Two sliced cheeses
- Cottage cheese
- Assorted baskets of croissants and Danish pastries

#### **HOT SELECTION**

- A choice of poached or scrambled eggs
- Bacon
- One hot protein (on rotation – beef chipolata, chicken chipolata, lamb sausages, chicken strips)
- Tomato (either roasted cherry or half grilled tomato)
- Mushrooms
- One hot starch (on rotation – potato croquettes, hash browns, potato rosti)
- Toast
- Margarine and butter

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# MENU 3 – LIGHT LUNCH/DINNER

Quote an all-inclusive cost, fixed for 12 (twelve) months, per meal option (inclusive of VAT):

**NOTE:**

- Portion sizes to be used are:
  - protein – 250 g;
  - starch, vegetables, salad – 100 g; and
  - dessert – 60 g.

<b>OPTION 1</b>
<p><b>Mains</b> Grilled rosemary-infused chicken breast with oven-roasted baby jacket potatoes; salad of tomato, avocado, rocket and watercress stopped with rosemary vinaigrette</p> <p><b>Dessert</b> Blueberry and peach tart with vanilla glaze</p>
<b>OPTION 2</b>
<p><b>Mains</b> Lime and chipotle-spiced deboned chicken thighs with crispy fried chorizo; black bean and sundried tomato couscous with classic Cobb salad</p> <p><b>Dessert</b> Mixed berry roulade</p>
<b>OPTION 3</b>
<p><b>Mains</b> Chargrilled beef fillet with Qabuli-style rice; Thai-inspired salad off red onion, lime leaves, red pepper, mint, basil, rocket, cucumber, radish, bean sprouts and toasted sesame seeds</p> <p><b>Dessert</b> Apple pie parfait</p>
<b>OPTION 4</b>
<p><b>Mains</b> Grilled tuna with potato gratin; salad of blood orange and fennel topped with black olive dressing</p> <p><b>Dessert</b> Grilled peaches with lavender and honey-infused ice cream</p>
<b>OPTION 5</b>
<p><b>Mains</b> Lamb saddle roast with spelt and cauliflower, served with carpaccio of beetroot with feta and baby herbs-finished citrus dressing</p> <p><b>Dessert</b> Fig and goat's cheese tart with lemon icing</p>

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<b>OPTION 6</b>
<p><b>Mains</b> Grilled rosemary infused field mushroom with oven roasted baby jacket potatoes, salad of tomato, avocado, rocket and watercress stopped with rosemary vinaigrette</p> <p><b>Dessert</b> Blueberry and peach tart with vanilla Glaze</p>
<b>OPTION 7</b>
<p><b>Mains</b> Spinach and ricotta gnocchi with burned sage butter, spelt and cauliflower grain salad served with Carpaccio of beetroot with feta and baby herbs finished citrus dressing</p> <p><b>Dessert</b> Apple pie parfaits</p>

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# MENU 4 – BRAAI MENU

Quote an all-inclusive cost, fixed for 12 (twelve) months, per head, per meal (inclusive of VAT):

#### OPTION 1:

2 (two) meats, 1 (one) starch, 1 (one) vegetable, 2 (two) salads and 1 (one) dessert from the list below, on rotation.

#### OPTION 2:

2 (two) meats, 1 (one) starch, 2 (two) vegetables, 3 (three) salads and 2 (two) desserts from the list below, on rotation.

#### NOTE:

- Portion sizes to be used are:
  - protein – 250 g;
  - starch, vegetables and salad – 100 g; and
  - dessert – 60 g.

<p><b>Meats</b></p> <ul style="list-style-type: none"><li>• Steak with chimichurri, café de Paris or hollandaise</li><li>• Pork rashers with pineapple salsa, bacon jam or yakisoba sauce</li><li>• Spicy Cajun chicken thigh drumsticks with yoghurt sauce</li><li>• Kingklip marinated with spring onion and ginger</li><li>• Sticky sweet smoked barbecue beef ribs and beef rashers</li><li>• Lamb kofta kebab with hummus and baba ganoush, tzatziki</li><li>• Boerewors with shibu, chutney or chakalaka</li><li>• Burgers with pickles, tomato, salad leaves, onion, caramelised red onions, cheese, avocado, bacon, selection of sauces served on a traditional sesame seeded bun</li></ul>
<p><b>Starch and starchy salads</b></p> <ul style="list-style-type: none"><li>• Grilled jacket sweet potato</li><li>• Grilled baby potatoes with fresh herbs</li><li>• Potato and sweet potato bake with fresh sage</li><li>• Pesto pasta salad with slow-roasted cherry tomatoes and rocket</li><li>• Mixed grain salad</li><li>• Potato salad with fresh herbs, wholegrain mustard and olive oil</li></ul>
<p><b>Vegetables</b></p> <ul style="list-style-type: none"><li>• Stilton-stuffed portobello mushroom</li><li>• Halloumi cheese with lemon and blue cheese sauce</li><li>• Corn on the cob with seasoning – garlic and herb, spicy jerk, light curried dusting</li><li>• Flame-grilled courgettes and aubergine with salsa verde and red pepper pesto</li><li>• Oven-roasted mixed vegetables</li></ul>

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#### **Salads**

- Classic coleslaw
- Baby leaf salad with fennel and toasted seeds
- Classic niçoise salad
- Grilled butternut salad with spinach, watercress, feta and sundried tomatoes
- Caesar salad
- Raw cauliflower rice salad with kale, pomegranate and fresh herbs
- Panzanella salad

#### **Desserts**

- Baked custard tartlets
- Classic raspberry Bakewell tart
- Dark chocolate brownies
- Cherry and almond tart
- Bowls of berries and whipped cream
- Summer berry pavlova
- Individual lemon meringue pie

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## **MENU 5 – VIP COCKTAIL MENU**

Quote an all-inclusive cost, fixed for 12 (twelve) months, per head (inclusive of VAT), for a cocktail menu consisting of 6 (six) hot and 6 (six) cold items from the list below:

**NOTE:**

Cater for 1.5 servings per item, per person.

### **HOT OPTIONS**

1. Oxtail croquettes with jus, topped with micro greens
2. Green spring pea arancini with mozzarella and mint
3. Crispy Chinese five-spice pork wontons with Asian dipping sauce
4. Fried oysters with smoked paprika, Cape Malay spiced aioli and candied beetroot
5. Confit of duck cube with truffle oil and parmesan
6. Confit tomato tartlets with goat's cheese mouse
7. Truffle mushroom tart with crème fraiche and micro chervil
8. Roasted purple cauliflower with whipped celeriac cream on buckwheat blinis
9. Braised minted lamb shoulder cigars with a parsnip purée
10. Braised beef brisket with a smoked potato and carrot purée
11. Crispy apricot-roasted chilli chicken with spring onion spring rolls
12. Roast beef, mini Yorkshire pudding with horseradish cream
13. Tandoori chicken Caesar salad

### **COLD OPTIONS**

1. Smoked salmon with beetroot mousse and micro greens
2. Pickled fish spoons with tempura onions
3. Biltong and mushroom mousse wrapped in smoked springbok with red wine reduction
4. Thai fish cakes with lemon aioli and pickled salsa
5. Wild mushroom paté with chive mascarpone on chargrilled focaccia bread
6. Blue cheese beignet with candid walnut and apple salad
7. Flame-roasted red pepper and aubergine caponata spoons with capers, vinaigrette
8. Squid ink crackers with kingklip tartare, saffron pickled baby carrots and coriander
9. Carpaccio of beef fillet with blackberry compote and micro chervil
10. Parmesan shortbread with olive and red pepper tapenade, topped with toasted fennel seeds and fresh basil
11. Chicken rillette cube topped with homemade piccalilli
12. Sesame-crusting tuna carpaccio with wasabi jelly

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## **MENU 6 – STANDARD COCKTAIL MENU**

Quote an all-inclusive cost, fixed for 12 (twelve) months, per head (inclusive of VAT), for a cocktail menu consisting of 5 (five) hot and 5 (five) cold items from the list below, on rotation:

**NOTE:**

Cater for 1.5 servings per item, per person.

**HOT OPTIONS**

1. Chicken satay with peanut sauce
2. Vegetable spring rolls with sweet chilli dipping sauce
3. Samosas with homemade chutney
4. Mini beef Wellington with tomato relish
5. Saffron arancini with lemon aioli
6. Homemade open burger with tomato salsa and cornichons
7. Mini Cumberland sausage piped with mustard mash and gravy
8. Braided pulled brisket on wonton cracker with cabbage slaw and sriracha
9. Onion bhaji with atchar and raita
10. Chicken and vegetable spring rolls with dipping sauce
11. Thai pork skewers with nam jim
12. Smoked duck with mango salsa

**COLD OPTIONS**

1. Peach and parma ham skewers with fresh basil
2. Roast beef crostini with horseradish cream, topped with chives
3. Goats cheesecake tarts with caramelised red onion
4. Pancetta crisps with ashes-crusting cream cheese and fig
5. Bree and cranberry filo bites
6. Smokey baba ganoush on toasted flatbread with pomegranate and micro coriander
7. Rainbow rice paper rolls with sweet chilli dipping sauce
8. Lamb and feta kofta with coriander and green chilli mojo
9. Rare roasted beef rolls with salsa verde and dukkha
10. Beetroot fritters with cumin yoghurt and flaked toasted almonds
11. Roasted shallots with blackcurrant compote and marinated feta
12. Flame-grilled antipasto skewers

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## APPENDIX C: OPERATING EQUIPMENT

#### NOTE:

- Provided and maintained by GIBS.
- This list contains all the equipment required by the service provider to produce the catering specified in this RFP.

ITEM	QUANTITY	LOCATION
6 - plate cooking hobs	2	Main kitchen
80 l tilting pans	2	Main kitchen
Boiling table	1	Main kitchen
Bowl chopper	1	Main kitchen
Brass carvery units	3	Main kitchen
Conveyer toaster	1	Main kitchen
Deep fat fryer	2	Main kitchen
Double - deck oven	1	Main kitchen
Flat - top grill gato	1	Main kitchen
Food trolleys	8	Main kitchen
Food waste disposal unit	1	Main kitchen
Glass washer	1	Main kitchen
Heated food service units	6	Main kitchen
Hobart dishwasher	1	Main kitchen
Hood dishwasher and taps with dump tables	2	Main kitchen
Hot boxes	6	Main kitchen
Large granite buffet	2	Main kitchen
Meat slicer	3	Main kitchen
New buffet service counters	2	Main kitchen
New carvery units	3	Main kitchen
Planetary mixer	2	Main kitchen
Planetary mixer small	1	Main kitchen
Plate trolleys	3	Main kitchen
Plate warmers	3	Main kitchen
Rational convo ovens and stands	2	Main kitchen
Ribbed flame fri	1	Main kitchen
Robot coupe processor	1	Main kitchen
Rondo pastry sheeter	1	Main kitchen
Salamander gas	1	Main kitchen
Sima dough mixer	2	Main kitchen
Stick blenders	2	Main kitchen
Under - counter pizza fridge	1	Main kitchen
Vacuum packer	1	Main kitchen
Vegetable hopper	1	Main kitchen
Vulcan tilting pan	1	Main kitchen
Wood buffet trolleys	12	Main kitchen



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**APPENDIX D: BIDDER DETAILS FORM**

<b>Name of company</b>	
<b>Company registration number</b>	
<b>Director/s:</b>	
<b>Company physical address:</b>	
<b>Company postal address:</b>	
<b>Contact person:</b>	
<b>Contact person email:</b>	
<b>Contact person telephone:</b>	
<b>B-BBEE status:</b> (B-BBEE status level certificate, sworn affidavit as per the Codes of Good Practice and other requirements as per the Act)	

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**APPENDIX E: CURRENT BUSINESS LOCATION FORM**

<b>CURRENT BUSINESS LOCATIONS</b>		
<b>Business 1</b>	<b>Name:</b>	
	<b>Site address:</b>	
<b>Business 2</b>	<b>Name:</b>	
	<b>Site address:</b>	
<b>Business 3</b>	<b>Name:</b>	
	<b>Site address:</b>	
<b>Business 4</b>	<b>Name:</b>	
	<b>Site address:</b>	

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**APPENDIX F: BUSINESS MODEL 1 PRICING SCHEDULE**

<b>MENU #</b>	<b>ITEM</b>	<b>PRICE (INCL. VAT)</b>
1	Meal of the day	
2	Combo GIBS breakfast	
3	Light lunch/dinner menu: Option 1	
3	Light lunch/dinner menu: Option 2	
3	Light lunch/dinner menu: Option 3	
3	Light lunch/dinner menu: Option 4	
3	Light lunch/dinner menu: Option 5	
3	Light lunch/dinner menu: Option 6	
3	Light lunch/dinner menu: Option 7	
4	Braai menu: Option 1	
4	Braai menu: Option 2	
5	VIP cocktails	
6	Standard cocktails	
	Waitron costs for service not associated with a meal, per hour (inclusive of VAT)	

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**APPENDIX G: BUSINESS MODEL 2 PRICING  
SCHEDULE**

ITEM	PRICE
Cost of all staff per month (inclusive of all benefits and VAT)	
Management fee per month (inclusive of service provider's margin and VAT)	
Percentage mark-up for the procurement of required food ingredients and consumables. To be expressed as a percentage of the procurement spend calculated on the procurement value <b>exclusive</b> of VAT (VAT is then added to this amount when billed). See note below.	

**Note:** e.g. You spend R115 on procurement inclusive of VAT and the percentage mark-up on procurement is 5%. You will bill GIBS 5% on R100 = R5.00 and then charge VAT on the R5.00 (R5.00 x 15% = R0.75). The final bill (incl. VAT) to GIBS is R5.75.

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## APPENDIX H: DOCUMENT CHECKLIST

NO.	DOCUMENT	CHECK	NOTES
1.	Bidder Details Form		Appendix D
2.	Current Business Location Form		Appendix E
3.	B-BBEE Scorecard		B-BBEE status level certificate or Sworn affidavit as per the Codes of Good Practice and other requirements per the Act
4.	B-BBEE improvement plan		Only required if BEE level is less than level 4
5.	Financial statements for last 3 (three) financial years		
6.	Independent hygiene ratings from currently managed operations		Last three ratings per reference site
7.	Customer satisfaction ratings		
8.	3 (three) written references		
9.	Company registration		
10.	Directors' information		CIPC COR39
11.	VAT registration certificate		
12.	VAT clearance certificate		
13.	COID letter of good standing		
14.	PAYE letter of good standing		
15.	Skills Development Levy letter of good standing		
16.	Business Model 1 Pricing Schedule		Appendix F
17.	Business Model 2 Pricing Schedule		Appendix G