Office of the Municipal Manager

Tel 032 456 8200
Fax 032 456 2504 / 086 568 9741
Email ceo@mandeni.gov.za

2 Kingfisher Road, Mandeni, KwaZulu Natal, 4490, South Africa
PO Box 144, Mandeni, 4490

www.mandeni.gov.za

SUPPLY CHAIN MANAGEMENT UNIT

ADVERTISEMENT

QUOTATION NO: 119/25/26

CATERING FOR COUNCIL INAUGURATION

Quotations are hereby called from suitably and experienced service providers to cater for council inauguration as per the following specification:

Selling of quotation document will commence **on Monday 09th of June 2026. The cut-off time for selling of quotation documents is 10H00 on Monday 13th of June 2026.**

The physical address for payment is No.2 Nkonjane Road Sundumbili (cashiers office) Protection services, payment of a non-refundable fee of **R60.00** (inclusive of VAT)

Item	Specification	Quantity
Catering	Request for catering for 500 people who will be attending the Council Inauguration as per the details below: Date: 18 November 2026 Venue: Sibusisiwe Hall Time: 09H00 Menu: Savory Rice Steamed Bread Chicken curry (300) Beef Curry (200) 1 Veggie & 1 Salad Assorted cans of 100% fruit Juice (300ml) Bottled Water (500ml) Packing Instructions: To be served on a 22 x 14 x 8 cm fast food container made from durable food safe plastic with a secure lid to prevent leakage. Disposable spoon neatly Wrapped in a Serviette. Refreshments to be chilled	500

VVIP	VIP catering for dignitaries who will be attending the Council inauguration as per the details below: Date: 18 November 2026 Venue: Sibusisiwe Hall Time: 09H00 Menu: Savory Rice Steamed Bread Mleqo (Traditional free-range Chicken) Grilled Fish Beef Curry Chicken Curry 2 Vegetable sides (Rich & creamy Potato salad & Country style butternut medley) 2 Salads (Greek Salad & the broccoli & cauliflower salad) 150 bottled still water & 50 sparkling water 100 x 100% assorted fruit juice 50 x Assorted drinks (Appletiser, ICED tea & grapetiser) 50 x Assorted soft drinks Serving Instructions 3 Serving station with the third station serving 50 people and the other 2 serving 75 people	200

Quotations will be evaluated and adjudicated according to the following criteria:

The following PPPFA Regulations 2022 Specific Goals are applicable for 80/20 evaluation criteria:

Specific Goal	Maximum Allocated Points	Verification document
Enterprise Located within the Mandeni Municipality	5	CIPC registration documents
Enterprise 100% owned by person living with disability	4	Medical certificate
EME or QSE which is at least 100% owned by black people	4	ID Copy of directors and CSD
Enterprise 100% owned by Women	4	ID Copy of directors and CSD
Enterprise 100% owned by Youth	3	ID Copy of directors and CSD

- Supplier must be registered on the National Treasury's Central Supplier Database (CSD) and provide a proof of registration. The information recorded on your CSD report will be used to verify the following information: tax compliance status; company registration details; banking details; identity numbers of directors and employees in the service of the state
- Council's Supply Chain Management Policy.
- Quotation must be submitted on the official letterhead of your business and be valid for the period of 30 days. If quotations are called for number of items, unit price per item must be stated and total amount. No quotations will be considered from persons in the services of any organ of the state.
- Service providers to complete in fully all relevant MBD's (1,4,8,9)
- At least 2 similar project experience, submit purchase orders with reference letters of projects valuing above R60 000.00 combined
- Company registration document with CIPC.
- A copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant, then a full lease agreement and a certificate from landlord indicating that the levies are not in arrears or a proof of residence and affidavit stating that the ward in which business is registered is exempted from paying rates, electricity and water. Submit for both bidder and director. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.
- Non-compliance with the above-mentioned criteria will lead to disqualification.

Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked **"CATERING FOR COUNCIL INAUGURATION": .49/26/27**" and must be deposited in the Bid Box situated at the **reception:** Civic Centre, 2 Kingfisher Road, Mandeni not later than **12H00, Monday, the 16th of November 2026. Late and verbal quotations will under no circumstances be considered.** The Mandeni Municipality does not bind itself to accepting the lowest, or any tender, either wholly or in part or give any reason for such action. Technical enquiries relating may be directed to Nombulelo Njapha and SCM enquiries must be directed to Lungisani Nduli (lungisanin@mandeni.gov.za) on 032-456 8200.

MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 10/11/2026