

TFR, a division of

TRANSNET SOC LTD

Registration Number 1990/000900/30

[hereinafter referred to as **Transnet**]

REQUEST FOR QUOTATION [RFQ] No BT/53267

FOR THE SUPPLY AND DELIVERY OF HALAL AND KOSHER MEALS

FOR DELIVERY TO: BLUE TRAIN OFFICES AT SALVOKOP- PRETORIA

ISSUE DATE: 15.10.2014

CLOSING DATE: 28.10.2014

CLOSING TIME: 10.00

"PREVIEW COPY ONLY"

Section 1
NOTICE TO BIDDERS

Quotations which must be completed as indicated in Section 2 of this RFQ are to be submitted as follows:

METHOD: Fax or Email
Fax Number: 021 940 3883
Email Address: Carol.Swan@transnet.net
Johanna.Kotze@transnet.net

1 Responses to RFQ

Responses to this RFQ [**Quotations**] must not include documents of reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter. Proposals must reach the Secretariat, Acquisition Council before the closing time on the date shown below, and must be enclosed in a sealed envelope which must have inscribed on the outside:

RFQ No: BT/53183
Description SUPPLY AND DELIVERY OF HALAL AND KOSHER MEALS
Closing date and time: 28 October 2014 at 10:00 Sharp

Please note that this RFQ closes punctually at **10:00 on Tuesday 28 October 2014**

1. If responses are not delivered as stipulated herein, such responses will not be considered and will be treated as "NON-RESPONSIVE" and will be disqualified.
2. No email or facsimile responses will be considered, unless otherwise stated herein.
3. The responses to this RFQ will be opened as soon as practicable after the expiry of the time advertised for receiving them.
4. Transnet shall not, at the opening of responses, disclose to any other company any confidential details pertaining to the Proposals / information received, i.e. pricing, delivery, etc. The names and locations of the Respondents will be divulged to other Respondents upon request.
5. Envelopes must not contain documents relating to any RFQ other than that shown on the envelope.

2 Broad-Based Black Economic Empowerment [B-BBEE]

Transnet fully endorses and supports the Government's Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. Transnet will accordingly allow a "preference" to companies who provide a valid B-BBEE Verification Certificate. All procurement transactions will be evaluated accordingly.

2.1 B-BBEE Scorecard and Rating

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note that the following preference point system is applicable to all bids:

- the 90/10 system for requirements with a Rand value above to R1 000 000 (all applicable taxes included)
- Bidders are to note that if the 90/10 preference point system is stipulated in this RFQ and all Bids received below R1 000 000.00, the RFQ must be cancelled.

The value of this bid is estimated to be above R1000 000 (all applicable taxes included) and therefore the **90/10** system shall be applicable.

When Transnet invites prospective suppliers to submit Proposals for its various expenditure Programmes, it requires Respondents to have their B-BBEE status verified in compliance with the Codes of Good Practice issued in terms of the Broad Based Black Economic Empowerment Act No. 53 of 2003.

The Department of Trade and Industry recently revised the Codes of Good Practice on 11 October 2013 [Government Gazette No. 36928]. The Revised Codes will replace the Black Economic Empowerment Codes of Good Practice issued on 9 February 2007. The Revised Codes provide for a one year transitional period starting 11 October 2013. During the transitional period, companies may elect to be measured in terms of the Revised Codes or the 2007 version of the Codes. After the first year of the implementation of the Revised Codes, B-BBEE compliance will be measured in terms of the Revised Codes without any discretion. Companies which are governed by Sector-specific Codes will be measured in terms of those Sector Codes.

As such, Transnet will accept B-BBEE certificates issued based on the Revised Codes. Transnet will also continue to accept B-BBEE certificates issued in terms of the 2007 version of the Codes provided it was issued before 10 October 2014. Thereafter, Transnet will only accept B-BBEE certificates issued based on the Revised Codes.

Respondents are required to complete Annexure A [the B-BBEE Preference Point Claim Form] and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

Note: Failure to submit a valid and original B-BBEE certificate or a certified copy thereof at the Closing Date of this RFQ will result in a score of zero being allocated for B-BBEE.

[Refer clause 18. Below for Returnable Documents required]

3 Communication

Respondents are warned that a response will be liable for disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of Transnet in respect of this RFQ between the closing date and the date of the award of the business.

A Respondent may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following Transnet employee:

Name: E Francis Email: Erica.francis@transnet.net

4 Tax Clearance

The Respondent's original and valid Tax Clearance Certificate must accompany the Quotation. Note that no business shall be awarded to any Respondent whose tax matters have not been declared by SARS to be in order.

5 VAT Registration

The valid VAT registration number must be stated here: _____ [if applicable].

6 Legal Compliance

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

7 Changes to Quotations

Changes by the Respondent to its submission will not be considered after the closing date and time.

8 Pricing

All prices must be quoted in South African Rand on a fixed price basis, excluding VAT.

9 Prices Subject to Confirmation

Prices quoted which are subject to confirmation will not be considered.

10 Negotiations

Transnet reserves the right to undertake post-tender negotiations with selected Respondents or any number of short-listed Respondents.

11 Binding Offer

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

12 Disclaimers

Transnet is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. Please note that Transnet reserves the right to:

- modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify Quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced Quotation;
- reject all Quotations, if it so decides;
- place an order in connection with this Quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or
- make no award at all.

Transnet reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

13 Transnet’s supplier integrity pact

Transnet’s Integrity Pact requires a commitment from suppliers and Transnet that they will not engage in any corrupt and fraudulent practices, anti-competitive practices; and act in bad faith towards each other. The Integrity Pact also serves to communicate Transnet’s Gift Policy as well as the remedies available to Transnet where a Respondent contravenes any provision of the Integrity Pact.

Respondents are required to familiarise themselves with the contents of the Integrity Pact which is available on the Transnet Internet site [www.transnet.net/Tenders/Pages/default.aspx] or on request. Furthermore, Respondents are required to certify that they have acquainted themselves with all the documentation comprising the Transnet Integrity Pact and that they fully comply with all the terms and conditions stipulated in the Transnet Supplier Integrity Pact as follows.

YES		NO	
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Should a Respondent need to declare previous transgressions or a serious breach of law in the preceding 5 years as required by Annexure A to the Integrity Pact, such declaration must accompany the Respondent’s bid submission.

14 Evaluation Criteria

Transnet will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

Criterion/Criteria	Explanation
Administrative responsiveness	Completeness of response and returnable documents
Substantive responsiveness	Prequalification criteria, if any, must be met and whether the Bid materially complies with the scope and/or specification given. <ul style="list-style-type: none"> • Halaal Certificate • Kosher Certificate
Functionality Threshold	As prescribed in terms of the Preferential Procurement Policy Framework Act (PPFA), Act 5 of 2000 and its Regulations, Respondents are to note that functionality may be included as a threshold where applicable.
Final weighted evaluation based on 90/10 preference point system as	<ul style="list-style-type: none"> • Pricing and price basis [firm] - whilst not the sole factor for consideration, competitive pricing and overall level of unconditional discounts¹ will be critical • B-BBEE status of company - Preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table indicated below.

¹ Only unconditional discounts will be taken into account during evaluation. A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment is effected.

indicated in paragraph 2	
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15 Validity Period

Transnet desires a validity period of 30 [thirty] days from the closing date of this RFQ.
 This RFQ is valid until _____.

Banking Details

BANK: _____
 BRANCH NAME / CODE: _____
 ACCOUNT HOLDER: _____
 ACCOUNT NUMBER: _____

16 Company Registration

Registration number of company / C.C. _____
 Registered name of company / C.C. _____

17 Disclosure of Prices Quoted

Respondents must indicate here whether Transnet may disclose their quoted prices and conditions to other

Respondents:

YES NO

18 Returnable Documents

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below.

a) Respondents are required to submit with their Quotations the **mandatory Returnable Documents**, as detailed below.

Failure to provide all these Returnable Documents at the Closing Date and time of this RFQ may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations.

All Sections, as indicated in the footer of each page, must be signed, stamped and dated by the Respondent. Please confirm submission of these Returnable Documents by so indicating [Yes or No] in the table below:

Mandatory Returnable Documents	Submitted [Yes or No]
SECTION 2 : Quotation Form	
• Price Schedule	
• Halaal Certificate	

Mandatory Returnable Documents	Submitted [Yes or No]
<ul style="list-style-type: none"> • Kosher Certificate 	

b) In addition to the requirements of paragraph a) above, Respondents are further requested to submit with their Quotations the following **essential returnable documents** as detailed below.

Failure to provide all these Returnable Documents may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these documents are returned with their Quotations.

All Sections, as indicated in the footer of each page, must be signed, stamped and dated by the Respondent. Please confirm submission of these Returnable Documents by so indicating [Yes or No] in the table below:

Essential Returnable Documents	Submitted [Yes or No]
SECTION 1 : Notice to Bidders	
<ul style="list-style-type: none"> - Valid and original B-BBEE Verification Certificate or certified copy thereof [Large Enterprises and QSEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero for preference 	
<ul style="list-style-type: none"> - Valid and original B-BBEE certificate /sworn affidavit or certified copy thereof from auditor, accounting officer or SANAS accredited Verification Agency [EMEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero being allocated for preference 	
<ul style="list-style-type: none"> - In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement 	
<ul style="list-style-type: none"> - Original valid Tax Clearance Certificate [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party] 	
SECTION 3: Vendor Application Form	

a) In addition to the requirements of paragraph a) and b) above, Respondents are further requested to submit with their Proposals the following **additional documents** as detailed below.

Please confirm submission of these additional documents by so indicating [Yes or No] in the table below:

Additional Documents	SUBMITTED [Yes or No]
ANNEXURE A : Specification	

Section 2

QUOTATION FORM

I/We _____
hereby offer to supply the goods/services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

- the Standard Terms and Conditions for the Supply of Goods or Services to Transnet [available on request]; and
- any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless Transnet should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead time quoted, Transnet may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by Transnet in calling for Quotations afresh and/or having to accept any less favourable offer.

Price Schedule

- I/We quote as follows for the goods that will be delivered at the Blue Train shed, Cnr 3rd Avenue & Skietsport street, Salvokop, Pretoria, for a period of 24 months. Prices must be inclusive of Vat.

Description	Estimated Annual Consumption	UOM	Unit Price (incl Vat)	Total Price
Halaal Departure Snacks	30	EA		
Halaal Breakfast 5 course meal including soup	30	EA		
Halaal High Tea	30	EA		
Halaal Dinner : 5 course meal including soup	30	EA		
Halaal Breakfast Full	30	EA		
Halaal-Dessert	30	EA		
Halaal Dry Snacks	30	EA		
Halaal Hot & Cold Canapés' Snacks	30	EA		
Halaal Sandwiches	30	EA		
Halaal Biscuits	30	EA		
Halaal-Sandwiches	30	EA		
Packaging Poly Boxes+Dry Ice	30	EA		
Halaal Vegan Dessert	30	EA		
Halaal Vegan Pastries	30	EA		

Respondent's Signature _____

Date & Company Stamp _____

Halaal Vegan Bruch 5 course meal including soup	30	EA		
Halaal Vegan Dinner 5 course meal including soup	30	EA		
Halaal Breakfast Vegan - Traditional	30	EA		
Soya Milk	40	L		
Vegan sausage	40	KG		

Price Schedule for Kosher meals

Description	Estimated Annual Consumption	UOM	Unit Price (incl Vat)	Total Price
Kosher Brunch: 5 course meal including soup	30	EA		
Kosher High Tea- Assorted Pastries & Danishes	30	EA		
Kosher Dinner : 5 course meal including soup	30	EA		
Kosher Breakfast English Full (hot)	30	EA		
Kosher Breakfast Continental (Cold)	30	EA		
Kosher -Dessert	30	EA		
Kosher- Dry Snacks	30	EA		
Kosher Hot & Cold Canapés' Snacks	30	EA		
Kosher Sandwiches	30	EA		
Kosher Biscuits	30	EA		
Kosher -Sandwiches	30	EA		
Packaging Poly Boxes+Dry Ice	30	EA		
Kosher -Vegan Dessert	30	EA		
Kosher Vegan Pastries	30	EA		
Kosher Vegan Bruch 5 course meal including soup	30	EA		
Kosher Vegan Dinner 5 course meal including soup	30	EA		
Kosher Breakfast Vegan – Traditional(Hot & Cold)	30	EA		
Soya Milk	40	L		
Vegan sausage	40	KG		

NB: REFER TO SPECIFICATION ATTACHED AS ANNEXURE A

Delivery Lead-Time from date of purchase order: _____ [days/weeks]

Notes to Pricing:

- All Prices must be quoted in South African Rand, inclusive of VAT
- To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being disqualified.

- c) Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.
- d) Prices quoted must be fixed for a period of 12 months from the date of the award of contract
- e) Respondents are to indicate whether prices quoted would be subject to adjustment after a period of 12 months, and if so which proposed adjustment formula would be utilised

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Section 3
VENDOR APPLICATION FORM

Respondents are to furnish the following documentation and complete the Vendor Application Form below:

1. **Original** cancelled cheque **OR** letter from the Respondent's bank verifying banking details **[with bank stamp]**
2. **Certified** copy of Identity Document(s) of Shareholders/Directors/Members [where applicable]
3. **Certified copies** of the relevant company registration documents from Companies and Intellectual Property Commission (CIPC)
4. **Certified copies** of the company's shareholding/director's portfolio
5. A letter on the company's letterhead confirm physical and postal addresses
6. **Original** valid SARS Tax Clearance Certificate
7. **Certified copy** of VAT Registration Certificate
8. **A valid and original** B-BBEE Verification Certificate / sworn affidavit **or certified copy** thereof meeting the requirements for B-BBEE compliance as per the B-BBEE Codes of Good Practice
9. **Certified copy** of valid company Registration Certificate [if applicable]

Vendor Application Form

Company trading name							
Company registered name							
Company Registration Number or ID Number if a Sole Proprietor							
Form of entity [v]	CC	Trust	Pty Lt	Limited	Partnership	Sole Proprietor	
VAT number [if registered]							
Company telephone number							
Company fax number							
Company email address							
Company website address							
Bank name				Branch & Branch code			
Account holder				Bank account number			
Postal address							

Respondent's Signature _____

Date & Company Stamp _____

			Code
Physical Address			Code
Contact person			
Designation			
Telephone			
Email			
Annual turnover range [last financial year]	< R5 m	R5 - 35 m	> R35 m
Does your company provide	Products	Services	Both
Area of delivery	National	Provincial	Local
Is your company a public or private entity	Public	Private	
Does your company have a Tax Directive or IRP30 Certificate	Yes	No	
Main product or services [e.g. Stationery/Consulting]			

Complete B-BBEE Ownership Details:

% Black ownership	% Black women ownership	% Disabled Black ownership	% Youth ownership
Does your entity have a B-BBEE certificate		Yes	No
What is your B-BBEE status [Level 1 to 9 / Unknown]			
How many personnel does the entity employ		Permanent	Part time

If you are an existing vendor with Transnet please complete the following:

Transnet contact person	
Contact number	
Transnet Operating Division	

Duly authorised to sign for and on behalf of Company / Organisation:

Name		Designation	
Signature		Date	



THE BLUE TRAIN
A WINDOW TO THE SOUL OF AFRICA

ANNEXURE A

1. Specifications for Halaal and Kosher meals

- To source and provide freshly produced Halaal meals for The Blue Train on a weekly basis or as and when required. Orders will be placed 72 hours in advance.
- The delivery dates and times are critical and must **strictly** be adhered to as The Blue Train has a scheduled departure time that cannot be deviated from. Warehouse location is : The Blue Train shed, Cnr 3rd Avenue & Skietspoort street, Salvokop , Pretoria, 0001
- The Supplier must have hygiene & pest control program in place and willing to accommodate a site visit at the warehouse/store by The Blue Train Management periodically.
- The supplier must be in the position to deliver the required goods upon short notice due to the flexibility and nature of the hospitality business.
- The supplier must be in a position to supply special items such as Soya milk, Vegan sausage etc
- All deliveries to be supported with official documents, quantity and quality to be verified with The Blue Train warehouse controller.
- The supplier must comply with any in-house rules and regulation stipulated by



THE BLUE TRAIN
A WINDOW TO THE SOUL OF AFRICA

Pretoria – Cape Town - Pretoria Route 2014

PRETORIA TO CAPE TOWN 2014	
Selected Mondays, Wednesdays, Fridays	
January	6, 13, 20
February	5, 10, 17, 24
March	5, 10, 17, 24
April	7, 14, 23, 28
May	5, 12, 19
June	2, 9, 16
July	9, 14, 21, 28
August	4, 11, 18, 25
September	1, 8, 15, 29
October	6, 13, 15, 20, 29
November	3, 10, 19, 24
December	1, 8, 15, 17

CAPE TOWN TO PRETORIA 2014	
Selected Mondays, Wednesdays, Fridays	
January	8, 15, 22
February	7, 12, 19, 26
March	7, 14, 19, 26
April	9, 16, 25, 30
May	7, 14, 21
June	4, 11, 18
July	11, 16, 23, 30
August	6, 13, 20, 27
September	3, 10, 17
October	1, 8, 15, 17, 22, 31
November	5, 12, 21, 26
December	3, 10, 17, 19

Departure Time: Pretoria: 08:30 (am)	Departure Time: Cape Town: 08:30 (am)
Arrival Time: Cape Town: 12:00 (noon)	Arrival Time: Pretoria: 12:50 (afternoon)

PREVIEW COPY ONLY



THE BLUE TRAIN
A WINDOW TO THE SOUL OF AFRICA



THE BLUE TRAIN
A WINDOW TO THE SOUL OF AFRICA

Pretoria – Cape Town - Pretoria Route 2015

PRETORIA TO CAPE TOWN 2015	
Selected Mondays, Wednesdays, Fridays	
January	5, 12, 19, 26, 31
February	9, 16, 23
March	2, 11, 16, 25
April	13, 20, 27
May	4, 13, 18, 25
June	1, 8, 15, 22, 29
July	8, 13, 20, 27
August	3, 10, 19, 24, 31
September	7, 23, 30
October	5, 12, 19, 26
November	2, 9, 16, 23, 30
December	7, 14, 21

CAPE TOWN TO PRETORIA 2015	
Selected Mondays, Wednesdays, Fridays	
January	7, 14, 21, 28
February	2, 11, 18, 25
March	4, 13, 18, 27
April	15, 22, 29
May	6, 15, 20, 27
June	3, 10, 17, 24
July	1, 10, 15, 22, 29
August	5, 12, 21, 26
September	2, 9, 25
October	2, 7, 14, 21, 28
November	4, 13, 18, 25
December	2, 9, 16, 23

Departure Time: Pretoria: 08:30 (am)
Arrival Time: Cape Town: 12:00 (noon)

Departure Time: Cape Town: 08:30 (am)
Arrival Time: Pretoria: 12:50 (afternoon)