



BA-PHALABORWA MUNICIPALITY  
MEMORANDUM  
- BUDGET AND TREASURY \_

To : Prospective service provider  
From : SCM /stores  
Date : 16/04/2024  
Enquiries : Procurement Office  
Telephone : 015 780 6361/62  
Ref : REQ5213

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices No.3 Nyala Street, Phalaborwa not later than 26/04/2024 at 12H00

QUANTITY	Description	Price/unit (Inc. Vat)	Delivery Period
300 PAX	CATERING FOR MAYOR'S MARULA WELCOME DINNER (GALA DINNER)		
	DATE: 26 APRIL 2024		
	TIME: 18H00		
	VENUE: BPM SPORTS HALL		
	MENU: 3 COURSE MEAL		

Please number your quotes (Your Ref no)

The following conditions will apply:

- Price (s) quoted must be valid for at least thirty (30) days from date of your offer.
- The municipality retains the prerogative to reject any quotes it deems to be excessive
- A firm delivery period must be indicated.
- Tax Clearance Pin
- A service provider be registered with central supplier database (CSD)
- Completed MBD4 (Declaration of Interest) Form
- Evaluation criteria: 80/20 (Whereby 80 is for price and 20 is for Objective goals)  
20 is further evaluated: 20 for 100% Black owned;  
18 for +51% Black owned; and  
14 for Less than 51% Black owned

**Gala Dinner Menu (Mayoral Marula Welcome Dinner) 300 pax**

**Starters:** Baked baby marrows with tomato and cheese



**Main Course:** Pap, Samp, Rice, Beef stew, Grilled chicken, Hake, Green Salad, roasted chunky veggies (broccoli, cauliflower, carrots, yellow patties, robot peppers), potato salad, 3 bean salad, beetroot salad



**Dessert:** Amarula malva pudding

