



BLAIRGOWRIE PRIMARY SCHOOL

40 Gavin Avenue Blairgowrie. * PO Box 71, Pinegowrie, 2194 * Tel: 011-782 5406 * email: info@bpschool.org.za * www.blairgowrieprimary.org.za

21 November 2022

TUCK SHOP TENDER

Tender-Blairgowrie Primary School invites parties interested in operating the tuckshop from 15/01/2023 to 15/01/2024.

Blairgowrie Primary School intends to enter into an agreement with a service provider who is to provide the services required. The services rendered will be for the service provider's own account, taking responsibility for all risks including profit/loss, stock, and cash control.

Duration of the contract:

The initial term of the contract will be for a period of 12 months. The school reserves the right to re-advertise for tenders. Either party may cancel the contract at any given time by giving 90 days' notice in writing to this effect.

Monthly Rental:

The rental will be negotiated, payable at the end of each month. The rental will be reviewed on an annual basis. Any increase will be communicated timeously.

Required term:

School term weekdays: from 7:00 closing at 15:30

Furthermore, the tuckshop must also be open for after-school events and during Saturday school events extending beyond normal hours. Dates of these will be advised timeously.

Tender Proposal:

Interested parties are invited to submit a tender proposal, considering the following:

The successful tenderer is required to ensure that the tuckshop stocks a range of healthy foods as its core service. Other items may be offered, but colourings and flavourings are to be limited as many children have food allergies, in particular to colouring agents and preservatives,

The dietary requirements of the diverse cultures represented at Blairgowrie Primary must be taken into consideration in the creation of a menu.

Time restrictions of certain offerings may be implemented by the school management team if required. All items intended to be sold must meet with the approval of the school management team.

The electronic payment system, **Karri**, must form part of the service offered.

Providing the school with refreshments for required extracurricular activities both staff and learners must form part of the service offered.

The prices of lunches available should not exceed R40.00 (including VAT). The principal must be informed of any prior increase(s) one(1) week prior to new prices taking effect.

All menu items are to be individually priced for sale (Incl. VAT)





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The tuckshop does not have the sole right to sell food and beverages. Internal fundraising is of a limited nature but will take place from time to time as part of entrepreneurship studies and fundraising.

The preparation and handling of food is to be done according to **Health and Safety Regulations**. The successful tenderer is required to staff the tuckshop. Staff shall conduct their business in a courteous manner.

Any damage that could not be attributed to normal wear and tear must be paid for by the service provider.

The school shall not be held liable for any loss of stock and equipment.

The service provider is to remove all waste (wet or dry) on a daily basis. Waste must be appropriately packaged for disposal with the use of proper refuse bags. We encourage the use of environmentally friendly packaging as well as recycling.

The tuckshop must be kept **clean, tidy, and habitable**.

The school reserves the right of admission to the tuckshop and tuckshop area.

The following information should be included in the tender proposal:

Copy of business license.

Complete CV, including references and details of running similar ventures.

Copy of identity document of the service provider, as well as all tuckshop assistants.

Full contact details of the service provider.

Detailed menu of items and/or meals to be sold per day, including both the selling price per item and the portion size.

Deadline for Submission:

Deadline for submission of tenders is **25/11/2022 at 12:00 noon**. These should be handed in at the front office of the school or emailed to **gretchenm@bpschool.org.za**, with the subject line '**Tuckshop Tender**'.

The successful tenderer will be announced no later than **12/12/2022**, for commencement of operations on the **15/01/2023** or by mutual arrangement. Please note that an interview process will be conducted and only tenderers selected for an interview will be contacted.

If further information is required, please send an email to the above email address.

