

---

**REQUEST FOR PROPOSAL TO TENDER  
UPGRADE AND REFURBISHMENT TO SUPERSPORT PARK STADIUM KITCHEN**

---

**Nature of Service:** Upgrade and Refurbishment to SuperSport Park Stadium Kitchen

**Date of issue:** 18 July 2023

**Briefing Session:** 21 July 2023 at 12:00

**Closing date:** 28 July 2023 @ 16:00

**Tender Number:** TCKT23

## **Table of contents**

1. Background / Objective
2. Procurement Policy
3. Advertising
4. Submission of Tender
5. Pre-qualification criteria.
6. Mandatory Submission Requirements
7. Evaluation criteria
8. Confidentiality
9. Contact persons
10. Disclaimer
11. Representation

Annexure A: Scope of Work

Annexure B

## **1. BACKGROUND / OBJECTIVE**

The upgrade and refurbishment of stadium kitchen is incepted to achieve the following outcomes:

- a. The safe running of events food and beverage facilitation.
- b. Compliance with the SHEQ policies and regulations for catering services.
- c. Financial planning for the administration and logistics required for the phased project.

The purpose of this document is to provide comfort on management's adherence to the procurement policy, to ensure that the process was carried out transparently and to recommend a preferred supplier for the Board's final approval.

It is the intent of Titans Cricket (Pty) Ltd to appoint a Service Provider to upgrade and refurbish the kitchen layout, equipment, and utilities at SuperSport Park Stadium. The provision of these services must be in the accordance with the required international standards that Titans Cricket (Pty) Ltd. are expected to deliver to its stakeholders. It is imperative that the services are delivered in a cost-effective manner without compromising the required standards. The Service Provider will ensure that the required levels of staff are adequately trained and familiar with the work environment.

## **2. PROCUREMENT POLICY**

The requirements of the procurement policy that need to be adhered to in the procurement of goods and services are outlined below:

- All purchases above R100 000.00 are expected to be subject to review by the Procurement Committee, with all contract values deemed to be more than R 500 000 per annum to be open to tender.
- The Procurement Committee comprising of two Board Members in the case of the companies, the CEO and the departmental head concerned must decide on the allocation of tenders. The decision of the Procurement Committee must be submitted to Finance Committee and Board for final approval.

*Points to be awarded based on Price, BBBEE level & Capacity.*

- No work should begin without an approved Contract unless otherwise stipulated in writing.

### **3. ADVERTISING**

A Request for Tender was released on 18 July 2021 for provision of proposal for services of Upgrade and Refurbishment to SuperSport Park Stadium Kitchen was advertised via social media platforms and open invitation. The associated documents are available on [www.titans.co.za](http://www.titans.co.za).

### **4. SUBMISSION OF TENDER**

Interested Parties should ensure that proposals are delivered in time - if the proposal is late, it shall not be accepted for consideration. The SuperSport Park Stadium reception is accessible between 08:00 to 16:00 on Monday to Friday, at SuperSport Park Stadium, 283 West Avenue, Centurion, Gauteng, 0157. Electronic submissions may be directed to [NyikoM@cricket.co.za](mailto:NyikoM@cricket.co.za).

### **5. PRE-QUALIFICATION CRITERIA**

- a. All documents must be valid for a period of 3 (three) months calculated from the closing date of the tender.
- b. It is estimated that tenderers should have a CIDB contractor grading designation of 3 ME or higher.
- c. The team to be assigned to the account of the Group must be competent and efficient.
- d. The firm must be independent and objective.
- e. Preference will be given to the firm that demonstrates excellent technical ability as well as reputation in the industry.

On reference to the POPI Act 4 of 2013, by completing the below in conjunction with the Tender Submission, you give Titans Cricket (Pty) Ltd. consent to make use of your personal information for the purpose of the Tender process. Titans Cricket (Pty) Ltd.'s Privacy Policy can be found on <https://www.titans.co.za/privacy-policy/>.

## **6. MANDATORY SUBMISSION REQUIREMENTS**

- a. Valid B-BBEE Certificate issued by a SANAS Accredited BEE verification agency / sworn Affidavit.
- b. Valid Tax Clearance Certificate and/or PIN.
- c. VAT Registration document (if applicable).
- d. Proof of Company registration documents/ CIPC documents with share certificates.
- e. Proof of official business address.
- f. A minimum of 3 contactable references of past and present clients (Company name, department, branch, contact person with office telephone number and email address).
- g. Signed bank letter with banking details/ cancelled cheque.

## **7. EVALUATION CRITERIA**

Proposals will be evaluated for full compliance with any mandatory requirements identified in this Tender Notice. Respondents are reminded that any requirements identified as mandatory are of fundamental importance to the satisfactory delivery of the goods and/or service, and a fully compliant response is required.

The proposal will be evaluated on 3 (three) main criteria and is weighted as follows:

- Technical, reputation & credibility [60%]
- B-BBEE Level (greater than 4), Black Ownership [20%]
- Price [20%]

The evaluated stages shall be as follows:

Stage 1: Compliance Check (compliance with mandatory requirements listed on Par 6 above)

Stage 2: Technical Evaluation (Minimum Threshold 70 points)

Stage 3: Price and B-BBEE will be calculated based on 80:20 principle, respectively.

## 8. CONFIDENTIALITY

Any confidential information provided during the proposal process and certain information must be kept confidential. To ensure the protection of such information, and to preserve any confidentiality it is agreed that:

The bidder shall limit disclosure of confidential information within and outside its own organization to its directors, officers, partners, members, employees and/or independent contractors (related parties) having a need to know. The bidder and any of its related parties will not disclose the confidential information obtained from the discloser unless required to do so by law. Any information provided to bidders during the proposal process is confidential between Titans Cricket (Pty) Ltd. and the bidder; and shall not be disclosed to anyone else, except as shall be necessary to its terms.

## 9. CONTACT PERSONS

Bid Document queries may be directed to: [NyikoM@cricket.co.za](mailto:NyikoM@cricket.co.za). Enquiries should reference specific paragraph numbers, where applicable, and all questions/ enquiries must be forwarded via e-mail not later than 13:00 on **28 July 2023**.

## 10. DISCLAIMERS

Bidders must take note that Titans Cricket (Pty) Ltd. reserves the right to:

- withdraw this RFP on good cause shown;
- amend any terms of this RFP any time prior to the closing date;
- reject all proposals received, if it so decides;
- not compensate the bidders for any costs incurred by them in preparing, submitting, or presenting their proposal;
- reject any quotation which does not conform to the requirements stated in the RFP;
- disqualify any bidder if found guilty of contravening any of the terms of this RFP;
- not appoint the lowest bidder; and
- not award this bid.

## **11. REPRESENTATION**

The bidder acknowledges that in responding to this RFP:

- they do not rely on any representation, letter, document or arrangement, whether oral or in writing, or other conduct as adding to or amending this RFP;
- they do not rely upon any warranty or representation made by or on behalf of Titans Cricket (Pty) Ltd and its staff, except such as are expressly provided for in this RFP; but rely entirely upon their own enquiries



---

## ANNEXURE A SCOPE OF WORK

---

You are hereby invited to provide a proposal based on the below scope of work\*:

A site visit to the facility for technical measurement will be permitted for each Bidder between 08:00 – 16:00 on 19 July 2023 – 26 July 2023. Please schedule this accordingly in writing with [NyikoM@cricket.co.za](mailto:NyikoM@cricket.co.za).

Phases	Services Required	Commencement	Key Areas
Phase I	<b>Catering Equipment</b> <ul style="list-style-type: none"> <li>• Extraction system</li> <li>• Heavy Duty Griller</li> <li>• 4-plate Gas Burner</li> <li>• 20-Pan Convection Oven with stand</li> <li>• Bain Marie floor model with hot closet</li> </ul>	August 2023	Catering Equipment upgrade or refurbishment which will require the associated electrical compliance and installations, including labour.
	<b>Electrical COC and installations</b>		
Phase II	<b>Building COC and installations</b>	April 2024	Brick and mortar building works which will require the associated compliance and installations, including plumbing and labour.
	<b>Plumbing COC and installations</b>		
Phase III	<b>Storage Equipment:</b> <ul style="list-style-type: none"> <li>• 400-piece mobile crockery rack</li> <li>• 6-Tier wall mounted shelving</li> <li>• Mounted pot rack</li> <li>• Dividing wall to walk-in Cold Room to create a freezer section</li> </ul>	August 2024	Aesthetic and area enhancements, including labour.

---

**ANNEXURE B  
DECLARATION OF INTEREST**

---

Titans Cricket (Pty) Ltd. operates a procurement process which is fair, transparent, equitable, competitive, cost effective and able to uphold integrity. In view of this, Titans Cricket (Pty) Ltd. requires that anyone nominated to participate in its procurement processes declares any potential conflicts of interest and maintains strictest confidence. Anyone who does not sign this form will not be permitted to participate in any part of Titans Cricket (Pty) Ltd.'s procurement process.

Potential conflicts of interest include the following (but the list is **not** exhaustive): -

1. Relationship/ Association with any of the bidders.
2. Previously worked with/for any of the bidders.
3. Involvement in earlier phases of the project for which bids/proposals were sought.
4. Knowledge of a bid or proposal before it was formally opened.
5. Interaction with any of the bidders regarding their bid.
6. Shareholder/ Board Member/ Office bearer of firm which is bidding.

If you are in any doubt about whether something is a potential conflict of interest, you are advised to declare it below.

Either:

a. I wish to declare the following conflict(s) of interest: -

or

b.  I have no conflicts of interest to declare.

## II. Confidentiality Declaration

I hereby declare that all the information that comes into my possession and that is deliberated upon during the procurement process, especially during the evaluation and adjudication, shall not be disclosed to any other party other than the bidder, as approved by the panel. I understand that disclosure of information to unauthorised parties may lead to my input being disqualified, rejection of the entire report and/ or the termination of the procurement process.

I confirm that the declarations I have made above are, to the best of my knowledge, correct. I fully understand that, if Titans Cricket (Pty) Ltd. concludes that the declarations I have made are false or materially misleading, Titans Cricket (Pty) Ltd. may refer the matter to the relevant legal authorities for them to investigate as they see fit and to take whatever legal action, they may consider appropriate.

Name: .....

Signature: .....

Date: .....