



## **MUIZENBERG HIGH SCHOOL**

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# MUIZENBERG HIGH SCHOOL CANTEEN/TUCK SHOP

Muisenberg High School invites interested parties in  
operating a Tuckshop/Canteen from

## **March 2023 to February 2024**

Muizenberg High 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 and Donations to school:**

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 – time, normal opening times are as follows:

Week days: from **7:30** closing at **15:30**

Furthermore, the canteen must also be open for after-school events and on weekends for Saturday school events extending beyond normal hours. Specific dates for such unusual operating hours will be communicated timeously.

**Interested parties to please note the following criteria of operation:**

The successful tenderer is required to ensure that the canteen stocks a range of **healthy foods**.

All items intended to be sold must meet the approval of **school governing body**.

The prices of lunches available should not exceed **R30.00 (including VAT)**. The Principal must be informed of any prior increase(s) one (1) week prior to new prices taking effect. An ordering system for staff and learners could form part of the service offered.

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

The canteen has 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 for students. **Colourings and flavourings** are to be limited since many children have food allergies, for **colouring agents** and **preservatives**.

The preparation and handling of food is to be done according to **Health and Safety Regulations**. The successful tenderer is required to staff the canteen. Staff shall conduct their business in a courteous manner. There are cupboards and light-duty shelves, as well as a fitted hand basin. All other equipment required is for the service provider's expense.

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 canteen must be kept **clean, tidy, and habitable**.

The canteen operator shall under no circumstances store any **inflammable and or combustible** materials on the premises.

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

**The following information should be included in the proposal:**

Copy of business license.

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

Application letter with motivation to be considered as a service provider.

Copy of identity document of the service provider, as well as all canteen 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 proposals is **Friday 10 February 2023 at 14h00**. Applicants must hand in hard copies of all the documents and the application letter in a sealed box at the front school gate. Our school security "Chantel" will be assisting at the gate daily. All documents must be in an A4 sealed envelope with the subject line '**Canteen/Tuckshop proposal**'.

The successful applicant will be announced no later than **20 February 2023**, for commencement of operations on Monday **13 March 2023** or by mutual arrangement. Please note that an interview process will be conducted and only applicants selected for an interview will be contacted.

If further information is required, please contact the School on 021-7881424 or email to **admin@muizenberghigh.org.za**