



REQUEST FOR QUOTATION – CATERING SERVICES

Project Overview

Damlaagte Solar PV is organizing a Career Expo scheduled to take place on **Thursday, 16 April 2026** at **Phehellang Secondary School**. The event aims to bring together learners, graduates, job seekers, employers, and training institutions to explore career opportunities, share knowledge, and facilitate networking. To support the successful delivery of the event, we require catering services to supply food and beverages to exhibitors and staff. The appointed service provider will be responsible for the preparation, delivery, setup, and service of catering in accordance with the event schedule and requirements.

Catering Requirements

We require catering services for the following:

- **Meals/Refreshments:** breakfast (sandwiches/muffins, tea, coffee), lunch (rice, beef stew, roasted chicken, x2 vegetables, x1 salad), cooldrink and water
- **Service Style:** serving station with utensils
- **Number of people:** 45
- **Dates & times:** 16 April 2026 at 7:30, breakfast with a coffee/tea stand and lunch at 13:00

Quotation

Please include cost per person/package

Terms and Conditions

Once a service provider has been selected. The following will take place:

- Due Diligence Compliance process
- Signing of confidentiality agreement

- Signing of contract for the service that will be rendered

Compliance & Documentation

Kindly provide:

- Company registration documents
- ID documents
- BBBEE certificate/affidavit
- Tax clearance certificate
- Proof of Bank Account/Bank confirmation letter
- Signed quotation

Closing Date: Saturday, 11 April 2026, 16H00

Interested parties can submit necessary documentation to,

DamlaagteED@damlaagtesolar.co.za