



CONSTANTIA KLOOF PRIMARY SCHOOL

LIEBENBERG STREET, CONSTANTIA KLOOF, ROODEPOORT
PHONE (011) 475-1330/1/2, E-MAIL: info@ckps.co.za

03 September 2026

TO WHOM IT MAY CONCERN

Constantia Kloof Primary School is requesting proposals for the management and running of the School's Tuck Shop on a rental basis. This opportunity is open to all interested parties and includes parents/school employees/external parties.

The school tuck shop plays an important role in the development and well-being of the learners. The school tuck shop should reflect the educational goals of the school as well as support and complement the learners' education by highlighting and promoting the supply of nutritious foods and limiting the availability of less healthy options. The stakeholders in the school consider the tuck shop an integral part of the school and thus expect service delivery of a high standard.

The following information should be taken into account:

1. The hours of operation for the tuck shop will be determined by the school as per the school's needs.
2. The school would like the tuck shop to offer learners, teachers, parents and visitors a range of foods and beverages which leans strongly towards nutritious and healthy options. This will be taken into account in the evaluation of the tenders.
3. No late tenders will be considered.
4. The school does not bind itself to accept the lowest tender and reserves the right to accept a tender that meets the best needs of the school.
5. The venue has running water and electricity, both of which will be for the account of the tenderer.
6. Access to the venue will be during school office hours as per the academic calendar, or by prior arrangement.
7. The venue has limited equipment installed. All current equipment either belongs to the school, current tenant or to the service providers.
8. The provider must undertake to make every reasonable effort to reduce plastic and paper waste through reduced packaging and creative presentation and service.
9. The term of this contract shall be for one (1) year, commencing on 01 January 2027 and terminating on school closure in December 2027.
10. Tenders are to be called for, adjudicated and awarded annually by the School Governing Body. This contract may be extended by the SGB, not exceeding a period of three years, before a compulsory tender process will be applicable.

Information contained in the proposal should include the following:

- The official Tuck Shop Tender/Bid Document (please collect originals from the school or download from the D6 Communicator).
- A detailed business plan including goals, background, staff and funding.
- A comprehensive list of what would be offered for sale, menu per day, including prices.
- ID/Passport of the bidder.

Please submit your tender documents in a clearly marked and sealed envelope to the Principal's office no later than 11:00 on Friday, 23 September 2026. No late submissions will be accepted. We will shortlist the proposals and if successful, you will be invited to an interview with the SGB. The SGB's decision will be communicated to you by 13 October 2026.


Mrs K Bergsma
Principal