



TENDER CALL FOR QUOTATIONS

RAMADAN AND AL FITRA 2025 - FOOD PACKS SUPPLY FOR ISLAMIC RELIEF SOUTH AFRICA: CAPE TOWN REGION

ABOUT ISLAMIC RELIEF

Islamic Relief South Africa (IRSA) is registered as a non-profit company. Its mission is to help the poor and those in need regardless of race, ethnicity or political affiliation, to live sustainable, self-reliant lives within safe and caring communities.

IRSA implements a food pack distribution program that supports vulnerable families during the holy month of Ramadan. The objective of the program is to provide food assistance to people in need, particularly those who are suffering from hunger and malnutrition due to disasters, poverty, or other circumstances. The program is designed to provide people with the nutrients they need to help prevent or mitigate the negative health effects of malnutrition and to enjoy wholesome nutritious meals during the month of Ramadan.

Our food distribution programs typically target the most vulnerable people living in specific areas, such as orphans and vulnerable children, female-headed households, the elderly, or people with disabilities.

CALL FOR TENDER

Islamic Relief South Africa is seeking a reliable supplier to supply approximately 2,500 (two thousand five hundred) Ramadan food packs and 1,000 (one thousand) Fitra packs to distribute to those in need during the holy month of Ramadan. The food pack contents are listed below.

We are looking for a supplier who can provide high-quality food items at competitive prices according to a specified delivery schedule and is able to meet the following requirements:

- Provide evidence of experience in supplying food packs in similar quantities to that requested in this call for tender,
- Package the food items in the packaging provided by IRSA
- Demonstrate the ability to meet the volume and timing requirements of the project
- Demonstrate a commitment to ethical business practices in terms of fair labour practices and pricing, product quality and safety including any certifications or licences and ethical marketing and representation.

Should you be interested in this opportunity, please provide the following information in your response:

- A detailed quotation for the food items as per the specified list below
- The completed IRSA Ramadan tender document
- A copy of your company registration documents
- A valid SARS Tax-Clearance Certificate confirming VAT registration

FOOD PACK CONTENTS FOR RAMADAN AND AL FITRA

Below is the description and quantity of food items required per food pack for Ramadan 2025:

Ramadan 2025 Hampers (include 2 brand names)										
Item	Weight	Quantity	Brand Name 1	Amount Brand Name 1 excl VAT	VAT amount on Brand Name 1	Amount Brand Name 1 incl VAT	Brand Name 2	Amount Brand Name 2 excl VAT	VAT on Brand Name 2	Amount Brand Name 2 incl VAT
Baked Beans	400g	3								
Pure Sunflower Oil	2-litre	1								
Milk replacement	500g	1								
Milk Creamer	500g	1								
Maize Meal	5kg	1								
Oats	2kg	1								
Table salt	1kg	1								
Sugar	5kg	1								
Tinned fish	400g	4								
Long grain rice	10kg	1								
Samp	2.5kg	1								
Cake Flour	5kg	1								
Mixed Fruit Jam	450g	2								
Peanut Butter	400g	2								
Yeast	10g	4								
Tomato Puree	410g	2								
Lentils	1kg	1								
Soup Mix	1kg	1								
Canned Mixed Vegetables	410g	2								
Beef Stock	24's	1								
Teabags	100s	1								
Subtotal incl VAT				R	R	R	R	R	R	R
Packaging cost per hamper only (Packaging will be supplied by IRSA)				R	R	R	R	R	R	R
Delivery charges per hamper to IRSA offices				R	R	R	R	R	R	R
Grand Total incl VAT				R	R	R	R	R	R	R



Islamic Relief
South Africa

Cape Town: 396 Imam Haron Road, Lansdowne
Durban: 405 Moses Kotane Road, Sherwood, Durban, KwaZulu Natal 4091
Johannesburg: 157 Barry Hertzog Avenue, Emmarentia, Ext 1

Tel: 021 696 0145 / 0800 111 898 (toll free)
Tel: 031 208 2838 / 0800 111 898 (toll free)
Tel: 011 486 0153 / 0800 111 898 (toll free)

Below is the description and quantity of food items required per food pack for Al Fitra 2025:

Al Fitra 2025 Hampers (include 2 brand names)										
Item	Weight	Quantity	Brand Name 1	Amount Brand Name 1 excl VAT	VAT amount on Brand Name 1	Amount Brand Name 1 incl VAT	Brand Name 2	Amount Brand Name 2 excl VAT	VAT on Brand Name 2	Amount Brand Name 2 incl VAT
White Sugar	1kg	1								
Vanilla flavoured Custard	1L	1								
Long Life Milk	1L	2								
Long Grain Rice	2kg	1								
Chicken Spice	100g	1								
Juice Concentrate	1L	1								
Jelly powder	40g	2								
Salt	500g	1								
Tea bags	26s	1								
Chips	120g	2								
Biscuits	125g	2								
Canned Mixed Fruit	410g	1								
Pure Sunflower Oil	750ml	1								
Tomato Paste	100g	1								
Frozen Chicken pieces	2kg	1								
Potatoes	2kg	1								
Onions	1kg	1								
Subtotal incl VAT				R	R	R		R	R	R
Packaging cost per hamper only (Packaging will be supplied by IRSA)				R	R	R		R	R	R
Delivery charges per hamper to IRSA offices				R	R	R		R	R	R
Grand Total incl VAT				R	R	R		R	R	R

ADDITIONAL TERMS:

- The quote must be comprehensive, i.e. all items as per the list of contents in the food pack must be quoted for. If you do not have the item in stock, please provide an estimated price on the quote.
- The supplier agrees to provide IRSA with additional information or supporting documentation as and when requested. Documents may include proof of delivery capacity, certificates of compliance with food safety standards, letters of good standing from the auditors and the most recent audited financial statements.
- All non-perishable food items must have an expiry date after 14 August 2025 for the Ramadan food hampers and after 17 September 2025 for the Al Fitra food hampers.
- A maximum of two brand names may be provided for each item – a primary brand and an alternate brand.



Islamic Relief
South Africa

Cape Town: 396 Imam Haron Road, Lansdowne
Durban: 405 Moses Kotane Road, Sherwood, Durban, KwaZulu Natal 4091
Johannesburg: 157 Barry Hertzog Avenue, Emmarentia, Ext 1

Tel: 021 696 0145 / 0800 111 898 (toll free)
Tel: 031 208 2838 / 0800 111 898 (toll free)
Tel: 011 486 0153 / 0800 111 898 (toll free)

- All food items on the Ramadan list must be readily available from 14 February 2025 and packaged by 21 February 2025.
- All food items on the Al Fitra list must be readily available from 17 March 2025 and packaged by 21 March 2025.
- Food pack contents must be packed in specified Islamic Relief Ramadan packaging, which will be provided by IRSA.
- The quote should indicate the cost per item before VAT, the VAT per item and the cost inclusive of VAT.
- Delivery charges, if any, should be separately indicated in the quotation and not included in the cost per item.
- Packaging costs, if any, should be separately indicated in the quotation and not included in the costs per item.
- The quote should be in South African Rand (ZAR).

Tender Price Validity Period

The Prices of the food items on the quotation must be valid for 60 days from the closing date of tender.

Communication

For any queries, please email: CPT.Procurement@islamic-relief.org.za

Quotations with the necessary company documents must be addressed and emailed to:

tenders@islamic-relief.org.za. They may also be hand delivered at the IRSA offices to the Procurement Officer.

Closing date

The closing date for the submission of the quotation and required documents is 07 February 2025 at 12h00.