

MOBILE CATERING GRAB & GO CONCESSION

TERMS AND CONDITIONS

Mid Ulster District Council is seeking Tenders by public advertisement from suitably qualified and experienced Mobile Vending/Hot Drinks/Snack Vendors to trade in either:

1. Dungannon Park
2. Ballyronan Marina
3. Knockmany Forest
4. Brantry Wood / Game Keepers Lodge
5. Pomeroy Forest
6. Portglenone Riverside Path/angling amenity/NewFerry
7. Washingbay Wetlands Park
8. Round lake Fivemiletown

The Council sees the provision of this mobile unit as not only a service to the public but also as an attraction to enhance the visitor experience. Tenderers can apply to trade in one, two, three, four, five, six or eight of the sites listed.

NOTE: A SEPARATE SUBMISSION IS REQUIRED FOR EACH SITE

The contract period will be for a period from 1st March 2021 until 30th September, but there may be an option to extend the contract on an annual basis for further 6 month periods (1st March 2022 until 30th September 2022 and 1st March 2023 until 30th September 2023).

The successful tenderer may trade, depending on weather conditions.

Tenderers should note that the above dates are provisional and may be changed at the Council's absolute discretion. The provision of the services above is unlikely to start before the anticipated dates however it is possible that the commencement date may be put back. The anticipated commencement date will be confirmed when the results of the tender are announced. If the dates move from those stated above, appropriate amendments in respect of commencement date will be made to the contract.

Specification of Requirements and Conditions of Contract

- **SITE/LOCATION FOR MOBILE VENDING / HOT DRINKS /SNACK OUTLET TO TRADE**

The site/pitch for the mobile outlet to trade will be:

1. Dungannon Park (location of pitch to be agreed with awarded tenderer)
2. Ballyronan Marina (location of pitch to be agreed with awarded tenderer)
3. Knockmany Forest (location of pitch to be agreed with awarded tenderer)

4. Brantry Wood / Game Keepers Lodge (location of pitch to be agreed with awarded tenderer)
5. Pomeroy Forest (location of pitch to be agreed with awarded tenderer)
6. Portglenone Riverside Path/angling amenity/NewFerry (location of pitch to be agreed with awarded tenderer)
7. Washingbay Wetlands Park (location of pitch to be agreed with awarded tenderer)
8. Round lake Fivemiletown (location of pitch to be agreed with awarded tenderer)

The successful Tenderer will bring their unit to the pitch on a daily basis.

Support vehicles must be parked in the car park unless bringing supplies.

- **SERVICES AND OPERATION**

- **Services to be Provided by the Trader**

The Council now wishes to appoint a suitably qualified and experienced operator to provide and undertake the following services at the Mobile Vending/Hot Drinks/Snack Outlet:

- Provision of a self-contained mobile retail outlet (power and water);
- Liaison with Council staff and Agency workers employed by the Council;
- Provision of catering equipment and utensils to provide the services required;
- Undertake risk assessments/management and hazard analysis prior to trading and adhere to the relevant Health and Safety legislation and requirements;
- Liaison with the public in the provision of the catering/retail snack outlet;
- Advise the Council on any issues or concerns regarding the public;
- Cleaning of the Mobile Unit externally and internally;
- Immediate environment of Mobile Unit to be kept clean and tidy and all litter within 20m radius of the Unit to be collected and appropriately disposed of by the Vendor.

- **Core Items for Sale in the Mobile Unit**

The Council would require the operator to provide a minimum of the following items for sale:

- Soft drinks in cartons or plastic bottles – no glass bottles / bio-degradable products where possible
- Snacks
- Hot tea/coffee, in paper cups with lids, milk and sugar;
- Pre-packaged snacks/pastries;
- Crisps/Popcorn
- Healthy eating options

- A selection of Fair Trade products must be offered at all times

The Council would require the successful Tenderer to provide paper napkins/tissues free of charge.

The following items **must not be sold** in the Mobile Unit:

- Alcohol;
- Tobacco products;
- Chewing gum;
- Newspapers;
- Non-food items
- Fried or deep-fried foods

As part of the tender, the Council will require the Tenderer to state the price for core items for the 6-month period commencing 1st March 2021. Should the Council agree to extend this contract to 1st March 2022 / 1st March 2023 then the Council will require the successful Tender to submit any price changes, to be agreed before they are implemented.

The prices of the core items to be displayed for public view at the Mobile Unit.

- **Operating Times for the Mobile Unit**

The tenderer may trade during the hours when they feel trade is likely to be most brisk Monday to Friday, however there is an expectation from the Council the successful tenderer must provide services to the public every calendar weekend for the duration of the contract. To ensure the public is advised, the operator is to display the opening hours in a prominent position – signage to be approved by the Council in advance.

The Tenderer is asked to note that the Council may at its absolute discretion, suspend services if and when planned or emergency works are required to be carried out, inclusive of weather/storm warnings. No notice is required to be given in the event of emergency works being required. The Council will endeavour to give the Tenderer reasonable notice in respect of planned works.

Should there be a Council event in the Park, the Council would require the Mobile Unit to be open to trade. The Council will endeavour to give the trader at least 48 hours' notice.

The Council will not be paying compensation to the operator if, due to adverse weather conditions or other circumstances, it is not possible to trade.

- **Events where other Food Traders attend**

During the year, the Council and other organisations hold events in the Park where other food traders are in attendance. None of these traders will be permitted to trade from the designated pitch.

- **Collection and Disposal of Waste**

It is the responsibility of the operator to recycle waste and to ensure that there are adequate litterbins within 20m of the pitch and to collect and remove waste generated on a daily basis, as there is no holding facility for waste near the Mobile Unit.

- **Signage provided by the Operator**

Any signage provided or designed by the operator at the Mobile Unit must not be erected without prior approval of the Council.

- **Other Business Activity by Trader**

The trader is not permitted by the Council to carry out any other business activity at the Mobile Food Outlet or in any part of the Park.