## **Expression of Interest for Licence to Operate the Peacock Café**

**Expression of Interest Form**

Interested parties must complete the following details:

1. **Proposed licensee information**
2. **Structure**

Please confirm whether the applicant is a single bidder, a partnership, a consortium or other type of joint venture.

Single bidder ☐ Partnership ☐

Limited Company ☐ Other corporate type ☐

If other type of corporate structure please specify:

1. **Applicant’s details**

|  |  |
| --- | --- |
| Company/Trading name: |  |
| Company Registration Number: |  |
| VAT number: |  |
| Address: |  |
|  |  |
| Contact person name: |  |
| Position within company: |  |
| Telephone: |  |
| Email: |  |

1. **Sub-Contracting**

Please indicate if you propose to use any sub-contractors for the delivery of this contract:

|  |  |
| --- | --- |
| Do you propose to use any sub-contractors? | Yes/No |
| If yes, please outline the envisaged scope of the services to be carried out by the sub-contractor. |  |

1. **Authorised Representative for this expression of interest process**

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Address: |  |
|  |  |
| Telephone: |  |
| Email |  |

1. **Introduction:** Please provide your introduction:

|  |
| --- |
|  |

1. **Pass/Fail Selection/Pre-qualification criteria**

Please provide information on the following:

1. **Technical and Professional ability**

Provide two reference projects that they have successfully delivered services of a similar scope and nature to the services sought in this process in the last three years in the following format:

**Contract 1:**

**Name of establishment:**

**Nature of involvement:**

**Length of involvement:**

**Brief description of experience:**

**Reference name:**

**Reference position:**

**Reference contact number:**

**Reference email:**

**Contract 2:**

**Name of establishment:**

**Nature of involvement:**

**Length of involvement:**

**Brief description of experience:**

**Reference name:**

**Reference position:**

**Reference contact number:**

**Reference email:**

1. **Tax Clearance Certificate Details:**
2. **Operational proposal – Award criteria**

Applicant should outline details on their proposal approach to providing and managing the following requirements of the license agreement:

1. **Staffing and Visitor Experience**:

In this section, provide details of:

|  |  |
| --- | --- |
| Proposed **staffing levels and training** to deliver a quality service during the hours of operation of the Peacock Café and when providing catering services. |  |
| Approach to ensuring a high level of **visitor experience** at all times. |  |
| Proposed **key personnel** outlining full details of the qualifications, expertise and proposed role in the operation and delivery of this contract to include clearly relevant and demonstrated experience in successfully managing at least one operation of a similar size and scale. |  |

1. **Quality Control and Food Safety**

In this section, detail:

|  |  |
| --- | --- |
| Proposed procedures in relation to **food storage, preparation, handling and presentation**. |  |

1. **Menu Concept, Suitability and Design**

In this section, describe the type of menu which would be available to customers under the following headings:

|  |  |
| --- | --- |
| **Concept:** Provide menus including proposed pricing, considering factors such as sourcing, provenance, distinctiveness, seasonality, quality and value for money. |  |
| **Suitability:** Details of how the menu shows its suitability to attract customers over the whole operating day of the café including how it will become a destination café within its own right. |  |
| **Design:** Details of how the menu design will consider the limited cooking facilities available and menu variation/rotation to engage with regular customers. |  |

1. **Financial Proposal**

In this section, supply a proposal under the following headings:

|  |  |
| --- | --- |
| **Annual License Fee**: Propose an annual license fee, in euro, payable by the licensee to the Abbey Theatre. The fee will be paid monthly in advance. |  |
| **Commission:** In addition to the licence fee, if appropriate propose a rate of commission on sales (net of discounts to Abbey Theatre members and staff). Interested parties should make provision for this when pricing their proposed fee. |  |