**Reference – 5188 – Lot 1 & 2 –Riverside Café & Wedding & Events Concession – Hall Place**

**Details –**

**Lot 1 Riverside Café Concession**

Hall Place are looking for an ambitious and creative company to develop and deliver a professional Café facility within the visitor centre at Hall Place. The company will be driven by the need to create a friendly, welcoming and efficient destination cafe venue, offering a high-quality, varied and seasonal menu that suits all of our visitors in a busy environment.

**Lot 2 Wedding and Events Concession**

Weddings and private catered events at Hall Place are key to the commercial business plan for Hall Place. We require a caterer that can offer flexibility, professionalism, excellent cuisine and presentation along with exemplary customer service. Our mission is to maximise on the potential of Hall Place as a unique heritage venue in Bexley with the ability to make dreams come true. The appointed company will need to demonstrate sound business and management skills alongside a creative and entrepreneurial vision and help us achieve our mission

**Contract period**

The contract will run from 1st March 2022 until 28th February 2027 with the option to extend up to a further two years.

Miscellaneous information

The incumbent concessionaire has confirmed that TUPE will apply to this and full details will be published in the tender documents

Applicants must have a Food Hygiene qualification & Alcohol licence. Proof of this will be requested at tender stage.

**Health and Safety at Work**

*In meeting the duties placed by the Health and Safety at Work etc Act 1974, and subordinate legislation, the London Borough of Bexley (LBB) has selected the pre qualification schemes that form the Safety Schemes in Procurement Forum (SSIP) as the minimum standards of Health and Safety competence required.*

*Compliance with any one of these standards, details of which are available on the SSIP website, demonstrates an understanding of health and safety law and it’s application in the working environment. As far as LBB is concerned the most common standards used are the Contractors*

*Health And Safety Assessment scheme (CHAS), EXOR Health and Safety and OHSAS 18001 (http://www.bsigroup.com/en-GB/ohsas-18001-occupational-health-and-safety/)*

*If applicable - Only companies suitably registered (with regards to Health and Safety) by an SSIP Forum member as ‘Compliant’ (this compliance must also be ‘valid’ ie assessed within the last 2 years) shall be invited to tender, therefore any application your company may need to make to any of these bodies must be completed successfully by the date any tender is issued. The LBB will carry out a final check on registration just prior to tender invitation and companies not suitably registered at that time will not be invited to tender.*

*Contractors are expected to maintain a compliant registration (with regards to Health and Safety) with an SSIP Forum member for the duration of any contract.*

*The SSIP Forum acts as an umbrella organisation to facilitate mutual recognition between health and safety pre-qualification schemes wherever it is practicable to do so.*

## How to express an interest

If you wish to apply for this contract please follow the steps below:

Register your company free of charge on the London Tenders Portal (LTP)

Await acceptance. You will receive an email confirming your username and password for the LTP.

Use your username and password to log into the LTP and express your interest in the relevant contract number and category.

Shortly after you have expressed interest, you will receive a second email containing a link to access the tender documents.

## Additional information

If you wish to apply for e-mail alerts of future opportunities, please register your company free of charge on LTP

Tick all categories you are interested in being notified about - you will only receive e-mail alerts for those categories which you select.

## TIMETABLE

* The closing date for expressions of interest is **12 noon Thursday 18th November 2021**
* Submission of Application documents by (Late applications will not be accepted: **12 noon Friday 19th November 2021**
* Anticipated date for inviting shortlisted organisations to tender: **12 noon 6th December 2021**
* Anticipated date for return of tender documents: **12 noon 13th January 2022**
* Anticipated award date is: **4th February 2021**
* The date of commencement of contract is: **1st March 2022**

The Council accepts no liability whatsoever for expressions of interest that are not received due to internet connectivity issues, transmission delays or errors.

If you wish to discuss any of the above please contact: procurement@bexley.gov.uk