

**EXPRESSIONS OF INTEREST FOR PROVISION OF CAFÉ OPERATION AT OMAGH AGRICULTURAL MART**

**Document 6 of 8**

**AWARD CRITERION - SERVICE DELIVERY PROPOSAL**



**REFERENCE 2023 EP EOI 001**

**Closing date for submission: no later than 12.00 Noon Friday 17 February 2023**

**This document is one of eight parts, as listed below, which together form the Expressions of Interest information documentation.**

**Please ensure that no part or page is missing or duplicated.**

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| --- | --- |
| **Document**  | **Title** |
| 1 | **General Information and Requirements**This section gives an outline of the requirements, the contract terms and the decision-making process. |
| 2 | **Instructions to Bidders**This section gives instruction on the process and how to submit a Bid. |
| 3 | **Specific Information and Requirements – Mart Canteen, Omagh Agricultural Mart** This section details the opportunity, resources and requirements at Mart Canteen, Omagh Agricultural Mart |
| SUBMISSION PACKAGE | 4 | **Selection Criterion – Compliance Information**This section must be completed by all bidders.  |
| 5 | **Selection Criterion – Relevant Experience**This section must be completed by all bidders |
| 6 | **Award Criterion – Service Delivery**This section must be completed by all bidders; each opportunity for which you are bidding requires a separate submission although the template for the submission is common to all the opportunities. |
| 7 | **Award Criterion – Annual Fee Payable** This section must be completed by all bidders; each opportunity for which you are bidding requires a separate submission although the template for the submission is common to all the opportunities. |
| 8 | **Checklist**This document lists the documents that are required for a submission to be eligible.  |

BIDDER INFORMATION

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*Please note that this email address may be used for correspondence with regard to this Request for Quotation.**

**Contact Name (Print in Caps): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position in organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SERVICE DELIVERY**

Those submitting bids must achieve a minimum of 3 against the scoring indicators for each quality criteria, any submission which achieves less than a score of 3 against the scoring indicators will be considered unsatisfactory & will be excluded from the assessment process.

The Quality assessment will be determined in terms of:

1. **Service Delivery Proposal** 50%

The quality criteria responses will be evaluated against the following scoring indicators

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| **Assessment** | **Score** | **Indicators** |
| Excellent | 5 | The submission provided is of excellent relevance and is fully supported by a comprehensive Level of detailNo omissions and/or weaknesses identified |
| Good | 4 | The submission provided is of good relevance and is well supported by a good level of detailOnly minor omissions and/or weaknesses identified |
| Satisfactory | 3 | The submission provided is of satisfactory relevance and is supported by an adequate level of detail Some omissions/and or weaknesses identified  |
| Limited | 2 | The submission provided of limited relevance and partially detailedSeveral material omissions/and or weaknesses have been identified |
| Poor | 1 | The submission provided is of poor relevance and is inadequately detailed Major omissions/and or weaknesses have been identified |
| Nil response/Very Poor | 0 | No response or unacceptable information provided. |

1. **Service Delivery proposal**

**Quality (50%)**

Please outline how you intend to deliver the ongoing catering provision.

Your submission and sample menus should

* demonstrate healthier food choices consistent with Minimum Nutritional Standards, and;
* value for money for service users.

**Bidder to insert response here (max 2 A4 Arial font 12):**

**Indicative Menu**

**BEVERAGES**

Required for Mart Canteen, Omagh Agricultural Mart

**(e.g. hot and cold drinks etc.)**

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**BREAKFAST MENU**

Required for Mart Canteen, Omagh Agricultural Mart

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| **Healthy Choice Option**  |
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**LUNCH MENU**

Required for Mart Canteen, Omagh Agricultural Mart

**STARTERS**

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| **MAIN COURSES** |
| **Vegetarian Option** |
| **Healthy Choice Option** |
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| **DESSERTS** |
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