



Information Booklet



Fermanagh & Omagh
District Council
Comhairle Ceantair
Fhear Manach agus na hÓmaí

February 2024
Reference: 2324 CW EOI 005

Information

The Ardhowen is a popular arts centre and visitor attraction situated in a unique and panoramic lakeview setting just a bend in the river away from the historic Island Town of Enniskillen. The theatre, which opened in 1986, offers a year-round programme of performances including music, drama, and dance its 290/340 seat auditorium and Gallery Bar.

The programme also includes a wide variety of community-based and amateur events such as plays, concerts, charity events and school performances. The Ardhowen also hires out rooms for corporate and community events, meetings and arts activities.

Annually the Ardhowen hosts 170 events and performances and attracts in excess of 40k visits. Alongside the auditorium performances the venue also delivers a workshop programme and outdoor events and facilities room hires. The café/bar benefits from a stunning lake view and acts as a performance space for small scale musical events, launches, corporate events and performances. Catering facilities comprise of a ground floor kitchen, server and café area with 15 dining tables, 58 seats, 8 high tables and 8 bar stools (an additional 20 seats are available for performances in the Gallery Bar).

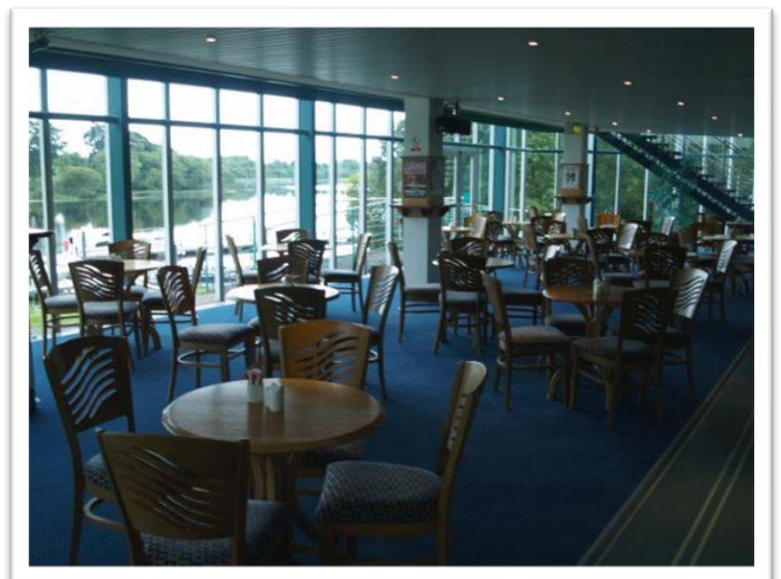
There is also the facility for visitors to sit outside at the various picnic tables situated in the theatre grounds.

Opening Hours Ardhowen Theatre operates a programme of entertainment approx. 50 weeks of the year • Normal operating hours: 10am – 4pm Monday to Saturday • Sunday opening as required. • On nights when there is a performance the Ardhowen opens at 7pm through to the end of the show.

Café Opening Hours

Days	Times
Mon-Sat	10am – 4pm
Sun	Closed
Bank Holidays	Closed

Footfall 2022/23
100k+
Events & Performances 2022/23
175 Approx



Specific Requirements

Fermanagh and Omagh District Council is offering the Opportunity to Bid for the Provision of Café and/or Bar Services at the Ardhowen Theatre within the opening hours.

Bar services must be available during all performances, with the bar remaining open until the end of a performance in agreement with the Operations Manager. The successful bidder will be required to enter into a formal Agreement with Council in the format set out in this Agreement and without prejudice to the contents of that Agreement will be expected to include:

1. Deliver consistently high standards, meeting and exceeding client expectations, through professional and experienced catering staff, bar staff, management and systems.
2. Offer menu variety, quality and value for money for all aspects of service provision from tea/coffee through to restaurant lunch options and corporate hospitality/events catering.
3. Commit to the implementation of Minimum Nutritional Standards for Catering and the Calorie Wise (Silver) Award.
4. Cater for a range of events at the facility, ranging from small meetings to medium scale conferencing, to specialist functions and therefore must be able to adapt to varying requests.
5. Ensure that a legible price list of all food and drink products is prominently displayed in the catering area for the information of customers and that menus are available at each table.
6. Provide seasonal menus and decoration to complement the on-site events programme, for example, Halloween and Christmas.
7. To review prices annually only in negotiation with and with the consent of Council provided that any such increase must not exceed the annual rate of inflation.
8. To operate during normal opening hours and at any time outside these hours when a Service is required by service users.
9. To consult with the Council on the development of the brand identity and will proactively market this catering service on-site, at related facilities and to appropriate target users.
10. To ensure the highest standards of hygiene are attained and maintained in all areas of the Catering Service and that all current legislation and codes of practice relating to food hygiene are adhered to at all times.
11. Provide appropriate risk assessments and staff training.
12. To be responsible for cleaning of the catering areas in compliance with Food Hygiene Regulations and will be responsible for the collection and disposal of litter from the Catering Area(s).
13. To carry out the alcoholic Bar service as per Northern Ireland Licencing Regulations
- 4
14. Offer an appropriate range of alcoholic and non-alcoholic beverages to accompany performances that are value for money.
15. Ensure adequate levels of staff to provide efficient bar service prior to and at the interval of all performances.
16. It is the responsibility of the leaser to ensure that their waste and recycling is properly stored and disposed of. Any outside bins provided by an external company (e.g. skip services) must be regularly maintained and emptied to keep up good hygiene standards. Any overflow rubbish must be disposed of appropriately, and not left outside.
17. It is the bar's responsibility to maintain the café area before and after a performance. At the end of a performance, all glasses must be cleared from the café area and the upstairs foyer area that evening, or before venue opening the next morning (before 10am).
18. Once service is over in the café, it is up to café staff to clean and tidy the café area ready for a show that evening, or the start of a new day. This includes hoovering the carpet and sweeping the tiles in front of the bar; and wiping down all surfaces.
19. The selling of confectionary products for consumption in the auditorium will be agreed with the Operations Manager.

Schedule of Equipment

Kitchen Equipment:

Class EQ Hydro 750 Dishwasher

Electrolux 2 reservoir Deep Fat Fryer

Zanussi Griddle

Lincat Four Plate Hob unit

Banks Oven

Buffalo Bistro Contact Double Grill

Woodpark Garginer Sink with Draining Units (There are 3 sinks – 2 deep and one shallow. No idea type/make)

Samsung microwave

Polar refrigerator

Polar Ice Machine

UniFrost double-door bar fridge

Elstar double door bar fridge

Ice King Freezer

Fly Zapper

Classeq Undercounter Glasswasher Model G350

All internal café furniture and external seating will be provided by Fermanagh and Omagh District Council.

To Note:

All additional costs associated with the delivery of services by the Caterer will be their own responsibility. This will include but is not limited to:

- Business Rates.
- Electricity usage (by separate metered reading or desk top calculation) typical usage per month is 1400 kWh.
- Waste disposal.
- Materials and equipment other than those detailed in the schedule of equipment.

