



ENNISKILLEN CASTLE

Museums | Visitor Information | Heritage Gateway

Expression of Interest

Café Services at

Enniskillen Castle Visitor Centre

April 2026

Reference: 2627 CW EOI 001



Fermanagh & Omagh
District Council

Comhairle Ceantair
Fhear Manach agus na hÓmaí

1. Introduction

Fermanagh and Omagh District Council wish to invite Expressions of Interest (EOI) from competent Service Providers for the provision of Café operations at Enniskillen Castle Visitor Centre. The provision required is for a two-year period with an option by Fermanagh & Omagh District Council to extend for a further three periods of 12 months subject to satisfactory performance and at the sole discretion of the Council.

Please ensure you read associated **Information Booklet** for more detailed facility information and requirement.

2. Process

The **overall process** is in two stages.

Stage 1: Expression of Interest

- ✓ Complete the online Expression of Interest
- ✓ Tell us about your experience

then:

If you have relevant experience, which will be assessed as a Pass / Fail, we will contact you to arrange a site visit and answer any questions you may have. In Stage 1, Pass / Fail will be assessed on previous experience of operating an onsite catering service. Any responses provided during the site visit will be shared with the other potential suppliers.

Stage 2: Opportunity to Bid

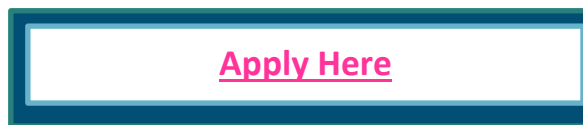
- ✓ If you progress to Stage 2 Opportunity to Bid we will require more information from you on compliance, the quality of the service you intend to provide, your approach to sustainability, social value and the fee you will pay to the Council. See information on this submission in the Stage 2 section.

STAGE 1 EOI SUBMISSION

Reference: 2627 CW EOI 001

This Expression of Interest is for the catering provision at Enniskillen Castle.

Please complete the online application by clicking the link below.



Closing date for receipt of submissions: no later than

[12 noon Monday 27 April 2026](#)

Late submissions will not be accepted.

For queries please email:

wellbeingandculture@fermanaghomagh.com

STAGE 2 SUBMISSION

Opportunity to Bid

Following Stage 1 Assessment the successful Supplier (s) will be provided with a Stage 2 document to complete.

Applicants that progress to Stage 2 must successfully complete all forms in this stage to enable their submission to be assessed. This includes compliance criteria below:

Mandatory Exclusion	- Pass / Fail	Insurance (PL £5M EL £10M)	- Pass / Fail
Fair Employment	- Pass / Fail	Financial Good Standing	- Pass / Fail
Bona Fide Submission	- Pass / Fail	Safeguarding	- Pass / Fail
Equality Declaration	- Pass / Fail	Bribery Act 2010	- Pass / Fail
Freedom of Information	- Pass / Fail	Modern Slavery Act 2015	-Pass / Fail

Fermanagh & Omagh District Council Procurement Terms & Conditions are available to view at <https://www.fermanaghomagh.com/procurement/t&c>

You will then be asked to provide more information on the quality of service you intend to provide and the fee you will pay to the Council:

Quality: (50%)

Applicants will be asked for information on **service delivery**, nutritional standards, marketing and customer experience information. Applicants will also be required to demonstrate the proposed service provisions meets the **sustainability values** of the Council and incorporates **social value** over the duration of the contract.

Service Delivery criteria will be assessed using a score out of 5 against the following scoring *indicators.

Assessment	Score	Indicators
Excellent	5	The submission provided is of excellent relevance and is fully supported by a comprehensive Level of detail No omissions and / or weaknesses identified
Good	4	The submission provided is of good relevance and is well supported by a good level of detail Only 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 detailed Several 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.

Those submitting an opportunity to bid 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.

Cost: (50%)

Applicants will also be asked to include an annual fee.

The maximum mark will be awarded to the bidder submitting the highest acceptable price. Other suppliers will then be awarded a pro rata percentage using the following formula:

$$\frac{\text{Available marks [50\%]} \times \text{Bidder's price}}{\text{Highest acceptable price}}$$

This score will be added to that obtained for Quality and the bidder with the highest overall score will be awarded the contract.

Contract Award

The bidder with the highest overall scoring bid (out of 100%) will be awarded the contract.

To Note:

All fees quoted shall be in pounds Sterling (GBP) and be exclusive of VAT.

Essential Information

Applicants should note the following key details:

- The Annual Fee payable to the Council will be collected on a monthly basis by Direct Debit.

The successful applicant must not commence operations until the lease agreement has been signed (a draft agreement will be provided at Stage 2), and the monthly payment setup has been finalised and confirmed with the Council's Finance Team.

Additional Costs

The Caterer will be responsible for all additional costs associated with the provision of catering services, including but not limited to:

- Business Rates – approximately £1,298 per annum.
- Electricity Usage. The café area has averaged 820kWh per month. The average unit cost in 2025 was 25p/kWh. On this basis, the estimated cost is approximately £205 per month.
- Waste Disposal – the use of Enniskillen Castle bins is not permitted; the Caterer must arrange their own waste management services.
- Materials and Equipment – except for items specified in the equipment portfolio provided.



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