



INVITATION TO TENDER

Provision of Catering Units at Pipe Band Events 2024

RSPBANI is offering the opportunity for established outdoor catering companies to apply for the catering concessions. Any experienced provider wishing to quote for the contracts is invited to submit a Tender Submission (see Page 5).

Providers are expected to have a sound financial standing and be able to demonstrate a successful delivery of similar contracts.

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Deadline	-	Tuesday 7 May 2024 @ 12 noon

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1. Introduction

The Royal Scottish Pipe Band Association Northern Ireland Branch (hereafter known as RSPBANI) is offering the opportunity for established outdoor catering companies (hereafter known as the Tenderer) to apply for catering concessions at RSPBANI organised competitions on the following dates between May and August 2024. The events will be held at a range of venues across Northern Ireland.

2. Dates, Venues and Attendees

Date	Event	Venue	Attendees
Saturday 18 May 2024	United Kingdom Championship	Ward Park, Bangor	Up to 10,000
Saturday 25 May 2024	Co Fermanagh Championship	Broadmeadow, Enniskillen	Up to 4,000
Saturday 1 June 2024	Mid-Ulster Championship	Cookstown High School	Up to 4,000
Saturday 29 June 2024	Antrim & Newtownabbey Championship	Antrim	Up to 4,000
Saturday 3 August 2024	Ulster Championship	Cookstown High School	Up to 4,000
Saturday 10 August 2024	Heart O'Down Championship	Donard Park, Newcastle	Up to 4,000

3. Terms & Conditions

- 3.1 RSPBANI is offering a limited number of catering spaces at events. We welcome a wide variety of food offerings to suit all budgets and tastes to give our customers a varied mix from traditional burger vans, fish and chip vans, pizza, coffee units, donut/sweet stalls, ice-cream and salad/sandwich options.
- 3.2 Allocation of pitches and facilities is at the direction of the RSPBANI and no catering unit shall move from their allocated area.
- 3.3 The caterer will be requested to operate from 10.00am - 6.00pm on event Saturdays only. All units should be set up by 9.00am and removed by 6.30pm. Some Councils may require Tenderers to be on site the day before the competition.
- 3.4 Details of the catering stall should be listed as part of the submission together with the income offered, along with a sample copy of menu, price list, photograph of the unit, insurance and Council hygiene rating.
- 3.5 The size of the catering unit is required and should be listed as part of the submission. This should include any additional space required for towing vehicles and refrigeration units.
- 3.6 Catering units must be self-contained and the use of a diesel powered, silenced generator for the operation of the catering unit will be permitted.
- 3.7 RSPBANI reserves the right, acting reasonably but at its absolute discretion, to close any catering unit at the event at any time if they consider that there is a need to do so.

- 3.8 In the event of the Pipe Band event being postponed or abandoned, in the event of supplies, services or facilities being curtailed due to a strike, lock-out or other circumstances beyond the reasonable control of the RSPBANI, the RSPBANI shall not be liable for any expenditure, loss or damage or liability sustained or incurred by the Tenderer.
- 3.9 The use of a public-address system from any catering unit will be prohibited.
- 3.10 The Tenderer must not allow any catering unit to break the surface of the ground. Reinstatement must be made by the Tenderer to the satisfaction of the RSPBANI. Failure to do so will result in the reinstatement being carried out by the RSPBANI and all reasonable costs must be reimbursed to the RSPBANI.
- 3.11 The Tenderer shall fully indemnify the RSPBANI against all proceedings, costs, claims, demands and liability howsoever arising, whether directly or indirectly, in connection with the Tenderers occupation at the Pipe Band events and in particular (but without limitation to the generality of the foregoing) shall indemnify the RSPBANI against any liability for injury to or death of any person and loss of or damage to any property, howsoever caused. Furthermore, the Tenderer shall, in conjunction with their liability, hereunder affect the public liability insurance policy for an indemnity limit of not less than £5 million pounds in respect of any one occurrence. The Tenderer must also hold employer's liability insurance cover and by this tendering process it is assumed that this cover is in place and held by the Tenderer. A copy of suitable insurance cover must be supplied as part of the submission. RSPBANI accepts no responsibility for loss or damage to the property of the catering concession or their employees or visitors.
- 3.12 The Tenderer must keep suitable firefighting equipment, in relation to the catering unit, available for use at all times. RSPBANI reserves the right to inspect all units and equipment with or without the responsible Council Official, for the purpose of ensuring that adequate fire precautions have been taken.
- 3.13 The Tenderer shall not be permitted to sub-let or share the whole or any portion of the pitch area allocated and any article or exhibition contrary to this rule will be removed. Any exhibitor infringing this rule will be expelled from the site.
- 3.14 RSPBANI reserves the right to inspect all stands and equipment without prior notice.
- 3.15 The Tenderer will meet all costs incurred for the installation of the catering unit and any supplies or facilities/services needed.
- 3.16 The Tenderer is responsible to ensure that their pitch area is kept clean and free from litter.
- 3.17 The Tenderer must ensure that all vehicles and equipment has been inspected and tested at suitably frequent intervals (or if applicable, as required by law) and is, at all times, in a safe condition and safe for use and have up to date certificates in place as required by law.
- 3.18 All units must comply in every respect with food safety and health and safety legislation and may be inspected by local authorities at any event.
- 3.19 The Tenderer must not allow or cause, directly or indirectly, any danger to the public in connection to the catering unit during the occupation of the site including site set up and site clearing.
- 3.20 RSPBANI are not bound to accept the lowest, highest or any tender it may receive.

4. Submission Form

Please complete the Tender Submission on Page 5 of this document and email to patricia.pedlow@rspbani.org

5. Supporting Documents

The following documents should be forwarded to patricia.pedlow@rspbani.org to accompany the Tender Submission:

- Sample Menu
- Sample Price List
- Photo of unit
- Copy of £5m (minimum) Public Liability Insurance & Employers Liability Insurance
- Copy of Local Authority Food Hygiene Rating

6. Payments

If successful with this submission, applicants undertake to pay 25% deposit one month prior to the date of the event and pay the remaining 75% one week prior to event date.

Failure to pay these amounts by the stated times may result in the RSPBANI cancelling the agreement and offering the event to another company with the RSPBANI not being liable for any expenditure, loss, damage or liability sustained or incurred by the Tenderer.

7. Submission Deadline

The Tender Submission and accompanying documents should be received by 12 noon on Tuesday 7 May 2024.

RSPBANI will be in contact on Wednesday 8 May 2024 to confirm the UK Championships.

TENDER SUBMISSION

Provision of Catering Units at Pipe Band Events 2024

Name of Business

Contact Name

Address

Contact Number

Email

Please tick which event dates you would be available to attend and what is your proposed price you are willing to pay for each date. If you intend bringing more than 1 unit, please ensure this is detailed on this form.

Date	Event	Availability	Quote
Saturday 18 May 2024	United Kingdom Championship		
Saturday 25 May 2024	Co Fermanagh Championship		
Saturday 1 June 2024	Mid-Ulster Championship		
Saturday 29 June 2024	Antrim & Newtownabbey Championship		
Saturday 3 August 2024	Ulster Championship		
Saturday 10 August 2024	Heart O'Down Championship		

Type of food being served

Total space required for unit (in metres)

Please attach copy of the following:

- Sample Menu
- Sample Price List
- Photo of unit
- Copy of £5m Public Liability Insurance & Employers Liability Insurance
- Copy of Local Authority Food Hygiene Rating

Signed Date

Declaration: I have read and agree to abide by the terms and conditions as issued by RSPBANI.

*The Tender Submission and all accompanying documents should be received by
12 noon on Tuesday 7 May 2024 by email to patricia.pedlow@rspbani.org*