

Expression of Interest Notice - Open Procedure

Fenland 2023 Events

Fenland District Council on behalf of the respective events committees invites expressions of interest for the provision of the following at the 2023 large public events:

Savory Catering
Tea/Coffee/Hot Chocolate
Outdoor Bar services
Ice Cream
Crepes/Donuts/Waffles
Chestnuts

The footfall at these events is typically 3 – 5,000. Further information about which can be found at www.fenland.gov.uk/events. Ideally, we are looking for a variety of cuisines not otherwise offered in the town at an affordable price point for visitors. For the December event we would favour specifically festive food. The pitch fees are laid out on page 2.

Phase 1:

Companies with experience in the above or similar outdoor catering concessions with a food hygiene rating of 3 or above, should express their interest by email or in writing by **Friday 24th February 2023**. All parties expressing an interest should include:

- **A copy of page 2 with the event and type of pitch you prefer ticked**
- **A menu of the food/drink to be sold including prices to the public.**
- **Your full business/contact information, if not already provided**

Phase 2: Only if you are selected by the organizing committees will you be required to provide in due course but not at this stage:

- A copy of your public liability insurance (£5m minimum)
- A copy of your food safety certificate(s)
- A copy of your risk assessment and fire risk assessment
- A copy of your food hygiene rating certificate and the date of last inspection (Only 3 star or above will be considered)

Please register your interest to the contact name and address given below,

Shaun Beales

Procurement and Purchasing Team

Fenland District Council

Fenland Hall, County Road,

March

PE15 8NQ

Electronic Mail: procurement@fenland.gov.uk

Internet address (URL): www.fenland.gov.uk

Event	March St Georges Festival	Chatteris Festival	Chatteris Festival	Whittlesey Festival	Wisbech Christmas Fayre					
Date	Sunday 23rd April 2023	Saturday 24th June 2023	Sunday 25th June 2023	Sunday 10th September 2023	Sunday 10th December 2023					
Time	10am – 4pm	10am – 9.30pm	10am – 4pm	10am - 4pm	10am – 3pm					
Yes I would like to apply for this event. Business Name:										
	Pitch Fee	<input checked="" type="checkbox"/>	Pitch Fee	<input checked="" type="checkbox"/>	Pitch Fee	<input checked="" type="checkbox"/>	Pitch fee	<input checked="" type="checkbox"/>	Pitch Fee	<input checked="" type="checkbox"/>
Savoury Catering 1	£125		£175		£100		£125		£100	
Savoury Catering 2	£125		£175		£100		£125		£100	
Savoury Catering 3	£125		£175		£100		£125		£100	
Savoury Catering 4	£125		£175		NA		£125		£100	
Savoury Catering 5	NA		NA		NA		NA		NA	
Tea/Coffee/Hot Choc 1	£75		£75		£50		£75		£75	
Tea/Coffee/Hot Choc 2	£75		NA		NA		£75		£75	
Bar Services 1	£75		NA		NA		NA		£75	
Bar Services 2	£75		NA		NA		NA		£75	
Ice Cream 1	£75		£75		£50		£50		NA	
Ice Cream 2	NA		NA		NA		£50		NA	
Crepes/ Donuts/Waffles 1	£75		£75		£50		£75		£75	
Crepes/ Donuts/Waffles 2	£75		£75		£50		£75		£75	
Crepes/ Donuts/Waffles 3	NA		NA		NA		NA		NA	
Chestnuts	NA		NA		NA		NA		£25	
Chestnuts	NA		NA		NA		NA		£25	

Please tick the pitches above for which you wish to be considered. This should be returned with a copy of your menu that includes the prices that you would charge the public for each item. Photos of your food and/or stall are welcome as are testimonials. This information will be considered by the respective organising committees. If you are selected you will then be requested to provide the necessary safety documentation and payment.