

## THE JUNIOR AND SENIOR SCHOOL REQUEST FOR CANTEEN TENDERS

### 1. Introduction

The Junior and Senior School in Nicosia seeks to provide healthy, appealing, economical food options to its students and staff. We hereby announce a request for tenders for our campus canteens, described below:

#### *Junior School Canteen*

The canteen located in the Junior School campus at Kyriacou Matsi Avenue in Nicosia, provides food (hot meals and snacks) and beverages to around 800 children aged between 3-12 plus teachers and staff.

#### *Senior School Canteen*

The canteen located in the Senior School campus at Romanou street in Latsia, provides food (hot meals and snacks) and beverages to around 600 students aged between 12 to 19 plus teachers and staff.

Food options and quantities should reflect the different age groups served at each location. The canteens are expected to cover daily needs during regular school days as well as for special events, Easter and Summer Schools.

### 2. Eligibility Criteria

In order to be eligible, providers are asked to demonstrate compliance with the following criteria:

- Be a registered food supplier/caterer meeting the Ministry of Education's health and safety regulations for supply of food in schools.
- Be able to provide great quality, healthy food and snacks and drinks. Vegetarian and vegan options also required as well as those suitable for special dietary needs such as gluten and nut free etc.
- Provide evidence of meeting the HACCP Food and Safety requirements or the ISO2200 Food Safety Management standards.
- Employ personnel with valid medical certificates who are able to communicate in English.
- Be able to provide at least two references as canteen/food and beverage suppliers.

### 3. Proposal to be submitted

Interested parties should:

- Submit documents to demonstrate compliance with the above-mentioned criteria
- Provide a sample week menu with prices, options, etc.

- Provide a 'taster' selection of food and drinks at an agreed date and time for testing
- Indicate the possible options for payment

In addition, all candidates should keep proper books and records and submit the activity of the canteens to the School at the end of each term.

#### 4. Assessment of tenders

The School will enter into a fixed-term contract agreement with food providers who offer the highest standard of service and product of exceptional quality and convenience. Interested parties can submit tender proposals for **one** or **both** of the school canteens.

The contract for one or both of the canteens will be awarded on the basis of quality, cost, suitability, flexibility, references and proof of customer satisfaction. In addition, extra consideration will be given for pricing differentiation (such as discounts for staff), profit sharing, and most importantly, innovative approaches to food service in an educational environment.

#### 5. Other information

**All standard kitchen equipment is included on site. Specialty equipment is the responsibility of the provider.**

The Senior School site welcomes BOT interest (Build-Operate-Transfer) with favorable terms and conditions in order to update the current infrastructure and upgrade the service offered.

#### 6. Deadline for submission of tender documents

Tenders must be submitted in duplicate with original signatures in a sealed envelope for the attention of Mrs Mary Poufou showing clearly the name and company of the tenderer. Each sealed envelope must have written on the cover the title 'Tender for School Canteen.'

**Interested parties should deliver the proposal documents at either the Junior School or the Senior School Receptions. For any questions or clarifications needed please contact [bursarsoffice@tjss.ac.cy](mailto:bursarsoffice@tjss.ac.cy)**

**Final date for submission of tenders is Monday 21 March 2022 by 3pm.**