



2019 Grandstand Dining Room (under Grandstand)

Tender Specifications

General Information: The Gympie District Show Society Inc. (GDSS) is a non-profit community-based organisation, which organises the Gympie District Show. Last year over 38,000 people passed through our gates. This year marks our 131st Show and will be a 3-day event being held on Thursday 16th, Friday 17th and Saturday 18th May 2019.

REQUIREMENTS

Target

The GDSS require that the contractor provide a warm, square meal that will appeal to older volunteers who have been working. Tea and coffee service and dessert to be provided for at each meal. Service is required to be a combination of quick service buffet style meals and made to order. Cold bain-marie is to be used for cakes only.

Please be advised that you may receive gluten free and vegetarian dietary requirements.

All other meals (for the public) are at the discretion of the contractor.

Grandstand Dining operation hours are to be as per the Contact Schedule.

Contractor

- The contractor is to supply the GDSS with the name and mobile telephone number of their onsite person in charge.
- The contractor will ensure that all staff are provided with a copy of the Gympie Show Information Guide.
- The Turf Club Members area and/or any of the equipment and furniture in that area is not to be used.
- It is the Contractors responsibility to remove all cardboard boxes prior to commencement of the Show.
- All milk supplies to be purchased through the Contracted supplier. Please contact Show Secretary for details of our preferred supplier.
- Estimates of staff and volunteers' meals are provided in the Contract Schedule below.
- Each staff and volunteer meal supplied requires the completion of a Meal Voucher (see scan below). All sections on the reverse side of the voucher must be completed for payment to be made.
- Completed Meal Vouchers can be redeemed for cash via the Show's Treasury during Saturday or Sunday morning. Failing that, please ensure they are provided to the Show Office by 24th May 2019 so that electronic payment can be processed.
- The dining room and kitchen must be cleaned prior to handing back to the GDSS as follows (minimum requirements):
 - All benches to be wiped and smear free.
 - All refrigeration and freezer spaces to be cleaned inside and out
 - Sweep and mop all flooring including under benches
 - Ovens and stovetops to be cleaned inside and out
 - Dishwasher to be emptied and cleaned inside and out
 - Remove all rubbish, empty and clean all bins.
- The dining room will be inspected on Monday 21st May 2019 and payment will be made subject to the inspector(s) accepting the standard of cleanliness during the Show and on final clean up.
- Any variations to the above including any associated costs will be negotiated with the Show Secretary.

Gympie District Show Society Inc.

The Dining Room and nearby ablutions will be cleaned prior to handover to the successful contractor. For the handover of the premises and keys, please liaise with Show Secretary to organise meeting time on Friday 11th May 2018.

“ATTENTION: All applicants for food stalls at Gympie Show”

The following instructions have been received from the Gympie Regional Council and will have to be adhered to:

- Mobile food vehicles and food stall operators (operating for commercial gain) will be required to hold a current Food Business Licence issued by a local government authority.
- Local community groups and charities (non-profit organisations, which include school P&C Associations) that operate a food business selling “meal” on less than 12 days of each financial year, are exempt from the requirement to possess a Food Business Licence pursuant to the *Food Act 2006*.
 - Please note however, that these groups still have an obligation to ensure that the facilities provided, and all food handling practices are conducted in accordance with the Food Safety Standards detailed in Chapter 3 of the *Australia New Zealand Food Standards Code*.
- A link to the relevant Standards within Chapter 3 of the Code can be accessed here:
 - Standard 3.2.2 Food safety practices and general requirements → <http://www.comlaw.gov.au/Series/F2008B00576>
 - Standard 3.2.3 Food premises and equipment → <http://www.comlaw.gov.au/Series/F2008B00577>
 - A link to the Food Standards Code as a whole can be accessed here → <http://www.foodstandards.gov.au/code/Pages/default.aspx>
- Should you require further specific information please contact one of Gympie Regional Council’s Environmental Health Officers on 1300 307 800.

PLEASE QUOTE LICENCE AND/OR REGISTRATION NUMBER ON APPLICATION FORM.

CONTRACT SCHEDULE

Below are the estimates for meals required for Show Society members and volunteers.

Note that members and volunteers are provided with meal cards to the value of \$13.50 or part thereof.

Times to be determined by contractor and Show Secretary

- SUNDAY 12th MAY 2019
 - LUNCH - approx. 70 meals
 - Buffet style preferred, quick service
- WEDNESDAY 15th MAY 2019
 - LUNCH - approx. 70 meals
 - DINNER – approx. 50 meals
- THURSDAY 16th MAY 2019
 - LUNCH approx... 90 meals
 - DINNER approx... 90 meals
- FRIDAY 17th MAY 2019
 - LUNCH approx. 90 meals
 - DINNER approx. 90 meals
- SATURDAY 18th MAY 2019
 - LUNCH approx. 90 meals
 - DINNER approx. 90 meals

DAYS OPEN TO PUBLIC

- THURSDAY 16th: Lunch and Dinner
- FRIDAY 17th: Lunch and Dinner
- SATURDAY 18th: Lunch and Dinner

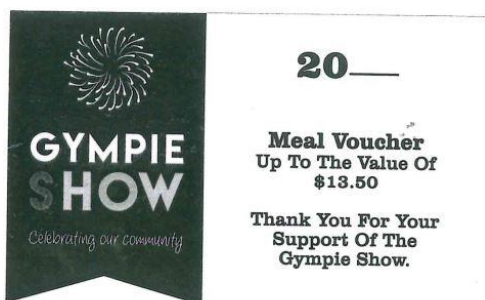
TERMS and CONDITIONS

- ❖ Please refer to the attached Gympie Show Information Guide for the complete set of terms and conditions relating to this tender.
- ❖ The organisation cannot assign or subcontract the tender without the prior written consent of the GDSS.
- ❖ The tendered amount must be inclusive of GST
- ❖ Upon successful provision of the services being provided (as above) to the GDSS, the GDSS will pay the fee as tendered to the contractor.
- ❖ Payment of the fee by the GDSS will be made within 28 days of receipt of a complying tax invoice from the contractor.
- ❖ The contractor will provide the GDSS with a complying tax invoice by Friday the 31st May 2019

PASSES

- The following will apply to the successful contractor.
 - Electronic tickets will be issued as per the ticket roster to be completed by the contractor.
 - Electronic tickets can be exchanged for armbands upon entry via the show entrances from Thursday 16th May 2019.
 - Vehicle passes need to be discussed with the Show Secretary.

MEAL VOUCHER



SECTION: _____

STEWARD: _____

RECIPIENT: _____

VALUE USED: \$ _____