



## **Urdd National Eisteddfod 2017**

### **Ice Cream Concession**

December 2016

Dear Colleague,

I enclose information regarding a tender opportunity to provide 1 x Ice Cream unit at the Bridgend, Taf and Elái Urdd Eisteddfod which will be held in Pencoed between the 29<sup>th</sup> May - 3<sup>rd</sup> June 2017.

We are looking for 1 unit to sell ice cream at the Eisteddfod. There will also be three other ice cream units on the Eisteddfod Maes. The contract for these has already been awarded.

When considering individual applications, the highest bids will not necessarily be accepted. Emphasis will be placed on the quality of the product, reasonable prices and attractive units. **As the Eisteddfod is a Welsh Language Festival, it is expected that all signage and menus are in Welsh or bilingual, and that Welsh speaking staff are available at all times.**

For your information, many Local Authorities have a policy of not allowing caterers to events if their Food Hygiene Rating is lower than 3.

Estimated number of visitors (numbers can vary depending on factors such as the weather):

**90,000** during the week with  
18k - 20k on Monday  
18k - 20k on Tuesday  
15k - 17k on Wednesday  
10k - 13k on Thursday  
10k - 13k on Friday  
8k - 10k on Saturday

The information given on the tender return form for the successful companies - including the registered name of the company and the Local Authority that has inspected the unit - will be passed on to the relevant local authority Environmental Health Department. The Environmental Health Department will verify the information given and may inspect the catering units on arrival and during the Eisteddfod week.

The Urdd is committed to sustainability and reducing waste during the Eisteddfod week. Further details are available in the attached Commercial Waste Guide.

If you have any enquiries you are welcome to contact the office on the details below. Otherwise, please return your bid on the attached form, along with any additional information by post or email by **30 January 2017** at the latest using the details below:

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Morys Gruffydd', is centered within a light grey rectangular box.

**Morys Gruffydd**  
**Eisteddfod Organiser**

**Nesta Jones**

Eisteddfod yr Urdd  
Gwersyll yr Urdd Glan-Ilyn  
Llanuwchllyn  
Y Bala  
Gwynedd  
LL23 7ST

ebost: [nesta@urdd.org](mailto:nesta@urdd.org)  
Ffôn.: 01678 541014

# Tender Return Form - Ice Cream Concession



## Urdd National Eisteddfod 2017

### **Company Details**

Registered Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Name of contact person: \_\_\_\_\_

Address (if different to above): \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Phone No. \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

Name of Local Authority where company is registered with Environmental Health Department:

\_\_\_\_\_

### **[1 x Pitch - 1 Year Contract (2017)]**

**1 x Pitch 2017** (excluding VAT) £ \_\_\_\_\_ + VAT @ 20%: Total: £ \_\_\_\_\_

\*Please attach menus giving an indication of prices and products with this document.

## **Insurance**

Please indicate level of cover:

Public Liability: \_\_\_\_\_

Employers Liability: \_\_\_\_\_

Product Liability (if applicable) \_\_\_\_\_

## **Additional Information**

Training level of Staff: \_\_\_\_\_

Compliance with HACCP regulations: \_\_\_\_\_

I enclose a copy of a recent valid Risk Assessment (Please ✓)

☐

## **The Welsh Language**

By applying for a contract you are committed to ensuring that all your signs and menus are in Welsh or bilingual and that Welsh speakers are present on the catering unit at all times.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 2017

**We may require photographic evidence of Welsh or bilingual signage and menus before awarding the contract to the successful caterers.**

Please return this form with any additional information (menus / images etc.) to:

**Nesta Jones  
Eisteddfod yr Urdd  
Gwersyll yr Urdd Glan-Ilyn  
Llanuwchllyn  
Y Bala  
Gwynedd  
LL23 7ST**

**[nesta@urdd.org](mailto:nesta@urdd.org)  
01678 541014**

By 30 January 2017 at the latest.

# TRADE WASTE GUIDANCE



## Eisteddfod Genedlaethol Urdd Gobaith Cymru

The Urdd is committed to supporting sustainability and recycling and therefore expect caterers to follow these guidelines.

Caterers must use biodegradable food and beverage packaging, or packaging that can be recycled. Disposable equipment is not permitted, polystyrene or non-recyclable packaging.

**All traders and caterers must not use the public recycling and waste bins to avoid the public recycling bins becoming too full too quickly.**

You will be provided with bags and a collection service for the waste generated.

### Food Waste Bags

- Food waste ONLY – no raw meat
- NO plastic, metals, oils, paper plates, cups or trays, wooden cutlery or polystyrene
- This material must be taken to the central collection point.

### Recycling Bags

- Plastic bottles/cups and food/drinks cans. Please ensure that these are clean and dry before placing into the bags.
- NO plastic wraps
- Blue bags to be placed into the blue bag collection skip at the end of each day. Skips will be located at a central point on the site.

### Cardboard

- This must be flattened and taken to the cardboard skip at the central collection point. Please DO NOT place plastic wrap with cardboard.

### Cooking Oil

It is the responsibility of the caterer to remove waste cooking oil. If you require the waste management contractor to do this on your behalf, you must contact the Urdd Eisteddfod Office.

### Black Bags

Any materials that cannot be placed in either the white or blue bags must be placed in black bags and taken to the trade waste skip at the central collection point.

For further information on recycling please contact the Urdd Eisteddfod Office.