



Urdd National Eisteddfod - Caerphilly 2015
Ice Cream Concessions

November 2014

Dear Colleague,

The Urdd National Eisteddfod Caerphilly 2015 will be held on the Llancaiach Fawr estate, Gelligaer Road, Nelson CF46 6ER in the County Borough of Caerphilly between 25 - 30 May 2015, and you are invited to tender for the provision of up to four pitches selling ice cream on the Eisteddfod *Maes* during the week.

We are happy to accept bids for 1, 3 or 4 pitches - in order to give local and smaller companies a 'look in'. Usually the smaller companies apply for a single pitch with larger companies applying for three or four pitches.

Response A - Tender price for all four ice cream pitches

Response B - Tender price for three ice cream pitches

Response C - Tender price for one ice cream pitch

When considering individual applications, emphasis will be placed on the quality of the product, good service, reasonable prices and presentable units. **As the Eisteddfod is a Welsh Language Festival, it is expected that all signage and menus are in Welsh and that Welsh speaking staff are available at all times.**

For your information, Caerphilly County Borough Council have informed us that it's their policy not to allow caterers to events if their Food Hygiene Rating is lower than 3.

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

100,000 during the week with
20 - 25,000 on Monday
20 - 25,000 on Tuesday
15 - 20,000 on Wednesday
12 - 15,000 on Thursday
12 - 15,000 on Friday
8 - 10,000 on Saturday

Please return the quotation and comments by post or email by **16 January 2015** at the latest to the address below.

Yours sincerely,



Morys Gruffydd
Eisteddfod Organiser

Nesta Jones

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

nesta@urdd.org

01678 541014

Tender Return Form for Ice Cream Contract



Eisteddfod Genedlaethol yr Urdd 2015

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 Authority where company is registered with Environmental Health Department:

Tender Offer

(i) Response A - 4 Pitches (not including VAT) £ _____

(ii) Response B - 3 Pitches (not including VAT) £ _____

(iii) Response C - 1 Pitches (not including VAT) £ _____

+ VAT @ 20% £ _____

Total: £ _____

*Please attach menus showing your 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 ensuring that Welsh speakers are present on the catering unit at all times.

Signature: _____

Date: _____

We will require photographic evidence of Welsh or bilingual signs and menus before awarding the contract to the successful caterers.

Please return this form with copies of your menus to:

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

nesta@urdd.org
01678 541014

By 16 January 2015 at the latest.

TRADE WASTE GUIDANCE



Eisteddfod

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.