**Concession Opportunity – Mobile beverage and cold food at**

**[Coed y Brenin]**

**Licence for 1 year with an option for a further year**

**Planned contract start date: 12th May 2025**

**Bids are invited from Interested Parties**

# Introduction

An exciting opportunity has arisen for a high quality mobile beverage and cold food concession at [Coed y Brenin] for a one-year contract with an option with an option for a further year. NRW is offering a concession as shown outlined red on the plan (see Annex – Concession Location) within the curtilage of the building. Trading shall not be permitted under any circumstances from any location other than that indicated on the plan. The permitted use shall be for the selling of beverages and pre-packed cold food and snacks (sandwiches, cakes, chocolate and healthy snacks including fruit etc.).

There is a water supply (outside tap). There is no provision for a mains electricity supply.

We welcome bids from people who want to promote our site and are aligned to NRW’s values and priorities (further can be found in [Our Corporate Plan to 2030: nature and people thriving together](https://naturalresources.wales/about-us/what-we-do/strategies-plans-and-policies/our-corporate-plan-to-2030-nature-and-people-thriving-together/?lang=en)). We are keen to see bids which consider environmental aspects and impacts associated with the concession (e.g. options for clean power generation, resource use minimisation).

There is a popular bike shop on the premises, Beics Brenin. Who offer bike hire, bike, clothing and accessories sale. They also have an onsite workshop and offer mountain bike training sessions to all enthusiasts. Their opening hours at 9-5 seven days a week (except bank holidays). They will be trading within the building adjacent to concession location. The toilet block and well as visitor centre toilets and showers remain open to the public.

# Operating Terms

The Licensee will be required to operate the concession on the following basis:

1. The Licensee shall provide onsite services 5 days a week, two of these should be Saturday and Sunday. Peak times such as school holidays should also be prioritised.
2. The Licensee’s concession unit must be presented to a high standard and meet all current health, safety, and hygiene legislation.
3. The Licensee’s associated sales infrastructure should be removed at the end of each day. This includes signage, litter, and waste.
4. The Licensee shall be responsible for keeping the concession location in a clean and tidy condition.
5. The Licensee shall provide adequate litter bins for customers to use and shall removal litter from the site.
6. The Licensee shall ensure that users of the concession facilities do not cause or permit to be caused any nuisance or annoyance to any member of the public. This to include consideration of both noise and air.
7. The Licensee will be responsible for any rates, taxes that may be levied on by the appropriate authorities.
8. Commercially sensitive information may be shared with the Licensee as part of gathering relevant business intelligence to inform plans. This information must not be shared wider.
9. The Licensee will be required to provide Health and Safety details with relevant certification, policies, and procedures to maintain a high standard of health and safety.
10. Safeguarding - The Licensee shall provide details of their safeguarding policies and processes. DBS disclosures are to be obtained for all relevant staff.
11. NRW would reserve the right to close the site during period of severe weather and / or to undertake forestry operations. No claim will be entertained for reduction in visitor numbers or sales or any other reason from NRW programme of operations in the area or for any other reasons beyond our control.
12. The Licensee agrees to pay to the Licensor the Licence Fee payable without any deduction in one instalment. We would issue the invoice shortly after the date of the licence and the Licensee agrees to pay the full amount within 30 days of the invoice date.
13. The use of single use plastics is not permitted as stated in the Environmental Protection (Single-use Plastic Products) (Wales) Act 2023. Recyclable or biodegradable food and drink containers should be used.
14. No tobacco products nor alcohol are to be sold or consumed at the concession / it’s location.
15. .
16. The Licensee will be required to produce proof of Public Liability Insurance of one million pounds (£1,000,000.00), Employers Liability Insurance cover in an amount not less than five million pounds (£5,000,000.00).
17. The Licensee must have (or are willing to attain) the correct Food Business registration/licence with the relevant Local Authority before commencing trading.

# Licence Period

The proposed Licence will be for a minimum period of 1 year commencing on 12th May 2025. This can be extended for a further year at the discretion of NRW.

# Licence Fee

The Licence Fee shall be the amount stated on the successful bid form (expressed as the annual Licence fee amount) and shall be exclusive of all rates, taxes and other outgoings that may be levied on the concession. The Licence Fee will be payable in advance and no Concession Licence will be granted or operator permitted to commence trading until the Licence Agreement has been completed and the Licence Fee and costs have been paid in full.

# Bids, Submission and Deadline

Bidders should submit the following:

1. **Fee Bid** (to be expressed as the annual Licence fee amount); and
2. **Business and Operating plan** (and associated documentation). This to include details of your catering equipment (e.g. ice cream and coffee serving machinery), power generator / source detailing noise and efficiency rating (and certificates), electronic point of sale and payment facility (max 1,000 words).

Associated documentation:

* + - National Food Hygiene Rating and Certification;
		- Insurance Certificates;
		- Safeguarding information/DBS disclosures;
		- H&S/risk assessments and fire safety policy including service of fire safety equipment; and
		- Sample Menu.

Bid submissions should be sent to: **ymgysylltu.masnachol@cyfoethnaturiolcymru.gov.uk**.

The strict deadline for submitting tender bids is **5PM on 30th April 2025.**

# Selection of preferred bidder & weighted scoring criteria

The Preferred Bidder will be selected on the following basis:

* **Price** (**60% weighting**). Rental offer proposed based on the Fee Bid; and
* **Quality** (**40% weighting**). This based on the quality of the proposal. This to be informed by your Business and Operating plan, National Food Hygiene Rating and Certification and Insurance certification. Bids will score highest where they seek to promote our site, are aligned with NRW’s values and priorities and seek to achieve high environmental standards.

# Annex – Concession Location

