**NATIONAL MINING MUSEUM**

**EXPRESSION OF INTEREST, VISITOR CAFE**

**Tender Process**

This document should be completed by applicants seeking to be included in the tender process for a suitably experienced catering partner to operate the visitor café and events catering at National Mining Museum, Newtongrange.

The Museum will use the information provided to determine which organisations are most suited in terms of experience and business approach to submit a tender proposal. All responses will be treated in confidence by the Museum and its consultant. Please note that we may require further clarification of the answers provided or ask for additional information.

**Your information**

|  |  |  |
| --- | --- | --- |
| **1.** | **Business/individual name and address (include name of key contact)** |  |
| **2.** | **Contact telephone no.** |  |
| **3.** | **Contact email address** |  |
| **4.** | **Number of employees (where relevant)*** **Management**
* **Catering staff**
* **Support/admin staff**
 |  |
| **5.** | **Length of time organisation has been operating (where relevant)** |  |
| **6.** | **Company Registration Number (if applicable)** |  |

**Experience**

|  |  |
| --- | --- |
| **7.** | **Outline below your experience in delivering similar catering services to that required at the National Mining Museum (visitor café and events catering)** |
|  |  |
| **8.** | **Provide details of your local resources within a 20-mile radius of the National Mining Museum** |

**EXPRESSION OF INTEREST AND APPLICATION**

**………………………………………………………………** (name of organisation) wish to register interest and apply to be considered for shortlisting to receive Invitation to Tender documentation for the provision of catering services to the National Mining Museum, I confirm that the answers given on this application complete and accurate.

Signed…………………………………… Name……………………………….

Date……………………………………… Status………………………………

Name of organisation………………………………………………………………………

**Completed forms should be returned to Sandra Reid** **sandra@fareconsulting.co.uk**