

REQUEST FOR SERVICES

Catering for the Public

Overview

Dogs ACT is the controlling body for pure bred dogs and dog sports within the ACT. Dogs ACT is not a government body but abides by ACT Government regulations for owning and keeping dogs in the ACT.

Our affiliated clubs are responsible for conducting dog show and dog sport events throughout the year. The conformation (Dogshow) events are undertaken at Exhibition Park, Federal Highway, Watson, ACT. These events take place over both days of a weekend and occasionally on public holidays. Typically there is one dogshow weekend a month for most but not all months (approximately eight or nine show weekends per year).

We are seeking the service of a club, business or organisation to cater for the public (mainly dogshow exhibitors and their families) at these shows. The shows currently attract around 200-250 dogshow exhibitors.

Requirements

1. Equipment

- 1.1 The Service Provider to provide their own food outlet. This may be a mobile van or/and tent or other.
- 1.2 The Service Provider may arrange for their own semi permanent lockable structure to remain at the grounds at their own risk. This structure can be used for storage or as an outlet as required.
- 1.3 The Service Provider should provide portable tables, chairs, shade/shelter structures for customers, while they wait for food to be prepared.
- 1.4 Dogsact will provide the site with power and water at no extra cost.

2. Service

- 2.1 A variety of takeaway food and drink products is to be sold to the dogshow public. This food must be of good quality and fair priced. There must be provision for the sale of both hot and cold food and drink. Please provide sample menu with costing and clearly outline what will be offered to the public.
- 2.2 The outlet must operate from 8am to 4pm on the days of shows unless alternative private arrangements are made between both parties. Where possible Dogs ACT will provide a listing of dates of shows a minimum of 4 months ahead of the show weekend.
- 2.3 The outlet must be appropriately staffed with a minimum of two people at all times.
- 2.4 The Service Provider will be responsible for the removal of rubbish directly related to food preparation.

3. Legal Requirements

- 3.1 The Service Provider must comply with the current Australian Food Standards 3.2.2A and be able to show proof on request.

3.2 The Service Provider must have and maintain current Public Liability Insurance for Hospitality and be able to show proof on request.

4. Trial Period

4.1 The successful Service Provider will enter a trial period starting 1 September 2023 and ending 31 December 2023. At the conclusion of this period both parties will discuss the trial and if both parties are willing, the terms of a longer term contract will be negotiated.

5. Evaluation of Applications

5.1 DogsACT will use the following table to establish compliance with Requirements:

Requirements		Complies Y/N	Additional Comments
Equipment	1.1		
	1.2		
	1.3		
	1.4		
Service	2.1		
	2.2		
	2.3		
	2.4		
Legal Requirements	3.1		
	3.2		
	Other		

5.2 Service Providers should include details of relevant catering experience.

5.3 Service Providers may expand on what their service provides if not already listed.

5.4 Service Providers may include written references or contact details for referees.

Applications will close on 5pm on Wednesday 9 August 2023.

Applications should be emailed to admin@dogsACT.org.au

Please address any queries to

The Administrator c/- Dogs ACT

Ph 02 6241 4404