

**GAMES OF THE
SMALL STATES
OF EUROPE**
29th MAY ~ 3rd JUNE



Maltese Olympic Committee

Expression of Interest

For the provision of Catering services for

Volunteers participating in the

Games of the Small States of Europe

Malta 2023

29th May – 3rd June 2023

EOI: Ref GSSE Malta 2023/0413

This document, can either be downloaded from the MOC website on www.nocmalta.org/gsse2023-eoi-catering or collected free of charge from the Maltese Olympic Committee, National Pool Complex, Maria Teresa Spinelli Street, Gzira, GZR1711 or sent to you via e-mail upon a formal request sent to info@gssemalta2023.mt

For any clarifications, please contact the MOC via email on info@gssemalta2023.mt Offers, together with supporting documentation, must reach the Maltese Olympic Committee via email on info@gssemalta2023.mt

Maltese Olympic Committee

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1. Scope

Malta will be hosting the Games of the Small States of Europe (GSSE) from the 29th of May till the 03rd of June 2023, which event shall be organized by the Maltese Olympic Committee (MOC). For this event, the participation of approximately one thousand two hundred (2000) athletes, officials and volunteers is forecasted.

2. Timetable

	DATE	TIME
Date of Issue of this Expression of Interest	21/04/2023	
Deadline for request for any additional information from the Maltese Olympic Committee (MOC)	28/04/2023	11.00am
Last date on which additional information can be issued by the MOC	02/05/2023	11.00am
Deadline for Submission of Offers (unless otherwise modified in terms of Clause 10.1 of the General Rules Governing Tendering)	05/05/2023	11.00am
Offer Opening Session (unless otherwise modified in terms of Clause 10.1 of the General Rules Governing Tendering)	05/05/2023	13.00pm

* All times Central European Time (CET)

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3. Clarifications

Any clarifications can be done via email on info@gssemalta2023.mt

The Maltese Olympic Committee will enter into an agreement, based on a price per person, for packed lunches with duly licensed catering services that will be selected for the event.

One packed lunch daily, catering for an approximate capacity as per below table of participants according to different venues around Malta (venues can change - further details will be given closer to date). Further details in section 5

	Pool Tal- Qroqq	USH Tal- Qroqq	NSS Pembroke	Marsa Sports Club	Hibs Stadium	Ta' Kandja	Kirkop	Ta' Qali	Gillieru	Cottonera	Multi Venue	TOTAL
29/5/2023				50					55		75	180
30/5/2023	100		25	50				80	55		75	385
31/5/2023	100			50	80	50	45	80	55		75	535
01/6/2023	100	50	25	50				80	55	50	75	485
02/6/2023	100	50		50	80		45	80	55	50	75	585
03/6/2023						50			55	50	75	230
												2400

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To be eligible, caterers participating in this expression of interest are to be in possession of:

1. A valid relevant license

2. In line with the Hygiene of Foodstuffs Regulations and in accordance with Regulation (EC) No: 852/2004, namely:
 - a) the primary responsibility for food safety rests with the food business operator.
 - b) the food business operator shall ensure that all stages of production, processing and distribution of food under their control satisfy the relevant hygiene requirements laid down in the relevant regulations, but especially:**
 - a. The Food Safety Act No .XIV of 2002.
 - b. The Food Hygiene Regulations LN 264/2002 as amended by LN 104/2004.
 - c. The Food Handlers (Registration) Regulations, 2001 (LN 178/2001) and
 - d. The Food Premises (Registration) Regulations, 2001 (LN 180/2001) are to be adhered to at all times.
 - e. Regulation EC No: 852/2004 on the Hygiene of Foodstuffs.
- c) A food safety management according to EC regulation 852/04 is to be implemented. Records are to be made available to the competent authorities at all times.

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In view of the different needs of the participants during these games a high level of competence and attention to detail in the delivery and quality of services will be required. Caterers are expected to have an excellent knowledge of the planning processes, ability to respect deadlines and to facilitate timely implementation of the food provided.

5. Procedure to be applied

The Maltese Olympic Committee will ask all catering sectors who express their interest for a quote on packed lunches which may include a combination from the following but not limited to:

Packed Lunch
Cold Pasta/Salad/Sandwich
1pc of fruit
Cereal bar/snack packet

There may be instances where athletes participating may be vegetarian, diabetic, gluten or lactose intolerant or have other specific dietary needs. The caterer shall provide alternative food or use appropriate ingredients for such athletes. 25% of the packed lunches provided shall cater for this and shall be equally divided between the different intolerances. Packaging must be clearly identifiable.

The menu above is just being provided as an indication only, to enable bidders to have a clear idea of the type of food items required. The bidders must provide a day by day menu including multiple options for each day and should advise filling.

The Packed lunches need to be distributed at various venues in different sport complexes. The exact number of packed lunches needed for that particular day will be communicated to the caterer services 24hrs before.

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The Caterer is to ensure that the required services are provided on time and that a refrigerator is available at each venue for storage.

All the food should be labelled, showing all the ingredients.

6. Pricing

The packed lunches for the respective event will be awarded to the cheapest rate submitted. A contract will then be signed between the Maltese Olympic Committee and the caterer with the winning bid.

Once agreed, the rates for packed lunches, as established by the caterer itself, should be fixed for that period and irrespective for the duration of the respective event.

Selected caterers will eventually be asked also to provide food tasting of the respective menu decided.

The Maltese Olympic Committee reserves the right to refuse offers from those caterers who do not meet the standards and criteria expected. The Maltese Olympic Committee reserves the right not to get into an agreement with any of the bidders for this Expression of Interest

7. Submission

7.1 Submissions in respect to this Expression of Interest should include the attached form Annex 1 together with a copy of the proposed ideas for the provided meals.

7.2 All submissions should be sent via email on info@gssemalta2023.mt

Late submissions will not be considered.

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Annex 1

Expression of interest to provide packed lunches/buffet services during the Special Olympics Invitational Games 2022 for athletes and delegates.

1.	Name of Catering Company	
2.	Relative Licenses	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	I declare that I am in line with all the Hygiene of Foodstuffs and regulations as indicated in clause 4 of this Expression of Interest	Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Address	
5.	E-mail Address	
6.	Tel. Nos	
7.	Mobile Nos	
8.	Name of Signatory	
9.	Signature	
10.	Date	

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