

PRIDE IN HULL BAR CONCESSION OPPORTUNITY

Saturday 21 July 2018

Queens Garden, Hull

Hull LGBT+ Community Pride (referred to as Pride in Hull) is offering the opportunity for companies specialising in the provision of outdoor bar services to apply for the bar concession at Pride in Hull to be held in Queens Gardens, Hull on the 21 July 2018.

Pride in Hull will have a variety of stalls a street food market and a range of entertainment throughout the day. The event will open for visitors at 1pm and will finish at 7pm. However, it is expected that you will finish serving at 6.30pm, with last orders being called at 6pm at the latest. This will enable us to safely disperse people at the end of the event.

In 2017, Pride in Hull welcomed 44,000 visitors and we anticipate a large turnout again this year.

Pride in Hull is offering the opportunity to pitch for the rights to be the exclusive alcohol retailer on the site during the event. Although we offer flexibility in the details of the provision, we would expect that there would be one large main bar and potentially a number of speciality satellite bars. Those submitting an application should specify the breakdown of what bar facilities they would provide, what each one would sell and the approximate sizes of each outlet.

Pride in Hull will be part of Hull City Council's city-wide alcohol licence, therefore, the provider will not need to apply for a TENS licence.

The site will be sterile and will be swept prior to the event and throughout the day to ensure no alcohol is brought on site.

The Pride in Hull Trustees will provide one SIA Badged Staff per bar, plus two staff response team in the area of both concessions.

We expect the following from the provider/s of the concessions:

- All drinks will be dispensed into plastic glasses – including those that may arrive in plastic bottles
- There will be no selling of 'shots' or spirits (unless the spirits come with a mixer)
- Challenge 25 must apply and be advertised
- All equipment including structures and generators must be provided by the successful concessionaire/s.
- The concessionaire must keep suitable firefighting equipment available for use at all times

- The concessionaire shall fully indemnify the Pride in Hull against all proceedings, costs, claims, demands and liability howsoever arising, whether directly or indirectly, in connection with the occupation at the event and in particular (but without limitation to the generality of the foregoing) shall indemnify Pride in Hull against any liability for injury to or death of any person and loss of or damage to any property, howsoever caused. The concessionaire shall in connection with their liability hereunder affect a public liability insurance policy for an indemnity limit of not less than £5 million pounds in respect of any one occurrence. The bar company must also hold employees liability insurance cover (minimum £5m). A copy of the public liability and employees' certificate will be required in advance of the date of the event; the original insurance certificate should also be brought along for the festival weekend and must be available upon demand if so required by Pride in Hull.
- Pride in Hull accepts no responsibility for loss or damage to the property of the bar concession or their employees or visitors.
- The concessionaire must ensure that all equipment has been inspected and tested at suitably frequent intervals (or if applicable, as required by law) and is at all times in a safe condition and safe for use and have up to date certificates in place as required by law. The concessionaire must produce to the Pride in Hull Trustees upon demand the following safety certificates:
 - Safety certificates for each item of equipment where appropriate for public use
 - Fireproof certificates in respect of any marquee or tented accommodation.
 - Portable Appliance Test certificates (PAT) in respect of each item of electrical equipment used.
- The concessionaire must take full responsibility and management of the bar concession/s during Pride in Hull.
- Pride in Hull requests approval of the products offered for sale by the bar(s)
- The concessionaire must have a familiarity and understanding of Pride in Hull which is a LGBT+ event and has a zero tolerance policy against abuse and discrimination.

Pricing Schedule:

Exclusive alcohol provider: Bids for this opportunity should include a proposal for a fee to be paid to Pride in Hull, which should be no less than £7,500.

Payment terms:

The fee must be paid 21 days after the tender is awarded. The successful concessionaire/s must also report total sales and breakdown of products sold within 14 days of the event.

You will find the relevant Tender Application form below, which must be completed and returned via email to **board@prideinhull.co.uk** no later than 17.00 hours on 25 May 2018. You will be informed of the outcome of your application on 1 June 2018.

Application for Pride in Hull bar concession; Saturday 21 July 2018

This form must be completed and returned to the address shown below

Contact Name:

Company Name & Address:

Contact telephone number:

Contact email address:

PRODUCT

Please provide an example drinks menu and suggested selling price below/attached (for each concession)

STAFFING

Please indicate how you would ensure that suitably experienced and competent staff would be deployed at the event.

Please detail the number of staff you would deploy during the event, broken down per bar area (where applicable) and showing how you would handle shifts, peaks in demand & unexpected staff absence.

Please describe your approach to the appearance of bar staff.

IMPLEMENTATION

Please describe how you will ensure a high level of customer service, including the timely and transparent handling of customer complaints.

Please describe how you would ensure that you do not run out of the products included in your bar menu.

Please indicate how you would ensure effective communication with the Pride in Hull Trustees and event team during the course of the event.

STYLE OF BAR PRESENTATION & OPERATION

Please describe the style of bar(s) presentation, including size of units and attach photos if available.

Please describe the manner in which customers will be served from when they first approach the bar to when they pay for their drinks. This should include arrangements for dispensing drinks and your cash procedures at the point of sale.

TIMEFRAME

Please provide your outline plan for the event to include your proposed set up, delivery of equipment and stock and take down time of your operation at this event.

NUMBER OF PASSES

Please state how many passes will be required.

FINANCIAL OFFER

Please outline what financial offer you are willing to make for this opportunity. This must include an upfront payment of at least £7,500, but offers can exceed this or include other components.

Please attach the following if possible:

Valid Safety certificates for equipment, fireproofing and PAT testing available (you can submit copies of these at this time if you prefer; alternatively they will be requested on acceptance of your concession)

Copy of Public Liability & Employer Liability Insurance Certificates (you can submit copies of these at this time if you prefer; alternatively they will be requested on acceptance of your concession)

Please feel free to provide any other information about your proposed concession.

Please return this information to **board@prideinhull.co.uk**
All responses must be received by 17:00 hours on 25 May 2018.