

## **Annex 2: Provision of Catering Services**

1. Catering services to be provided and served at training centers in Port Louis, and any other agreed venue.

<b>(i) Tea Breaks</b>	
(a) Morning	Between 10:00 to 11:00 hrs
(b) Afternoon	Between 14:00 to 14:45 hrs
<b>(ii) Lunch</b>	
Lunch to be served as from noon	

The catering services to be provided will be: -

**(A) TEA BREAKS**

- a) Supply of tea/coffee /fruit juice and veg and non-veg sweet and savoury snacks, three varieties each – minimum of 6 pieces per person;
- b) Supply of plates, cups & saucers, glasses, paper napkins and other materials; and
- c) Other related services.

***N.B Please note that following food items are authorised for catering services:***

**(i) *Fruits***

- Fruits can be provided in any form. These can include any fresh or dried fruits

**(ii) *Drinks***

- Fresh fruit juice
- Tea and coffee using skimmed milk

**(iii) *Snacks (Properly Labelled)***

- Boiled and roasted vegetables, nuts, fried snacks, sandwiches using brown and white bread with appropriate vegetarian and/ or non-vegetarian filling, fruit cakes (massepain, tartes, etc), and pancakes (crepes).

***N.B Please note that the items proposed can be amended upon agreement by both parties.***

**(B) LUNCH**

Lunch with dessert (variety of menus to be submitted on a monthly basis) on the training premises. Oily/fried food should be avoided as far as possible. The caterer should provide a meal plan on a weekly basis prior to the start of the trainings. The Civil Service College, Mauritius reserves the right to choose its menu from the list provided one week before the start of any training programme and confirm on the number of participants on the day of the course.

Standing proposal for the provision of catering services on an “**as and when required**” basis subject to satisfactory services, in accordance with the specifications and conditions as mentioned in the provisions of Foods Act 1998. Price should be inclusive of tax and service charges.

2. Proposals received after the specified time and date **will not** be considered.
3. The envelope containing the proposal should clearly indicate: “EXPRESSION OF INTEREST – CATERING SERVICES” on the left hand corner.
4. The Civil Service College, Mauritius reserves the right:-
  - a) to accept or reject any proposals;
  - b) to split the contract; and
  - c) to cancel the EOI process and reject all proposals at any time prior to award of the contract, without thereby incurring:
    - (i) any liability towards any applicant; or
    - (ii) any obligation to inform any applicant of the grounds for its decision.