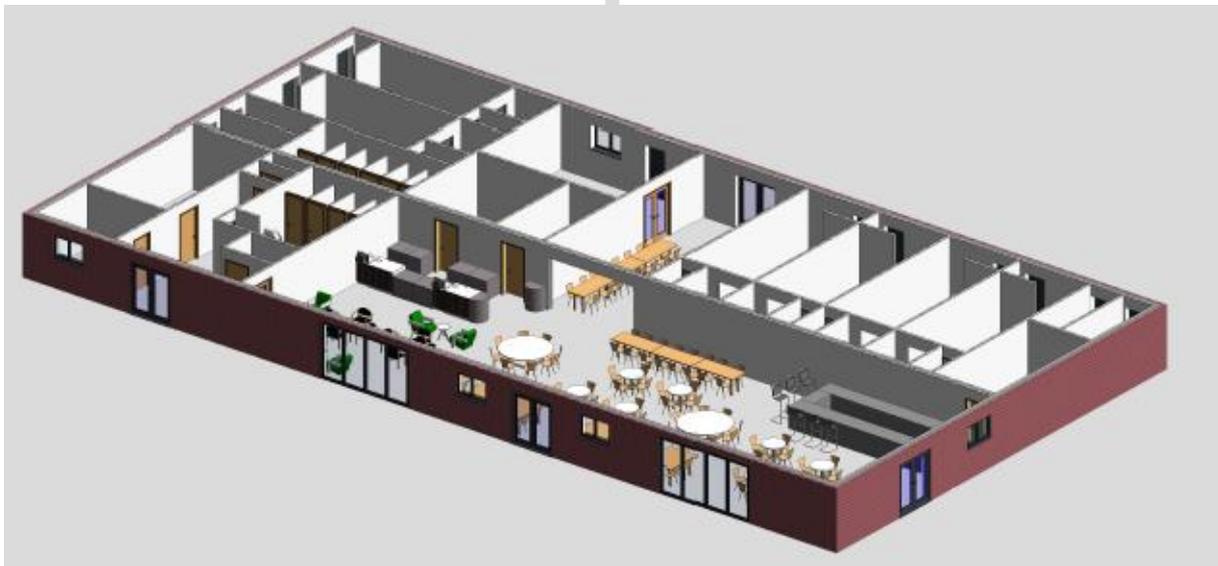




# THORNE-MOORENDS TOWN COUNCIL

**Tender document for the operation of Moorends  
Pavilion bar**

**March 2026**



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ITEM	CONTRACT DETAILS
<b>Contract Description:</b>	Moorends Pavilion Bar
<b>Insurance Requirements</b>	<ul style="list-style-type: none"> <li>• Public Liability of £5 million</li> <li>• Employers Liability of £5 million</li> <li>• Product Liability of £5 million</li> </ul>
<b>Period of Contract:</b>	For the period of three years, with the option to extend for a further period of up to three years
<b>Procuring Officer:</b>	Any queries must be submitted by email to <a href="mailto:clerk@thorne-moorends.gov.uk">clerk@thorne-moorends.gov.uk</a>
<b>Submission instructions:</b>	One hard copy and a full electronic version on USB stick or other suitable digital storage media
<b>Tenders to be sent to:</b>	Sam Goodfellow Town Clerk Thorne-Moorends Town Council The Assembly Rooms Thorne Doncaster DN8 4AW
<b>Date/time for Tender return:</b>	On or before 12pm 10 <sup>th</sup> April 2026
<b>Packaging (when submitted in hard copy):</b>	Tenders must be submitted in a plain sealed envelope or package which shall bear the words “Tender for Moorends Pavilion Bar” and shall not bear any name or mark identifying the sender.

## TENDER TIMETABLE

This timetable is indicative only. The Council reserves the right to change it at its discretion.

Stage	Date/time
<b>Tender opening date</b>	12 <sup>th</sup> March 2026
<b>Deadline submitting clarification questions</b>	9 <sup>th</sup> April 2026 (12:00pm)
<b>Deadline for Submission of Tender</b>	10 <sup>th</sup> April 2026 (12:00pm)
<b>Evaluation of Tenders</b>	w/c 13 <sup>th</sup> April 2026
<b>Interviews</b>	w/c 13 <sup>th</sup> April 2026
<b>Intention to award contract</b>	21 <sup>st</sup> April 2026
<b>Standstill period</b>	22 <sup>nd</sup> April – 7 <sup>th</sup> May 2026
<b>Contract Award</b>	8 <sup>th</sup> May 2026
<b>Contract commencement</b>	On completion

## CHECKLIST FOR TENDERERS

Failure to provide all of the items in the checklist may cause your Tender to be non-compliant and not be considered.

Item	Included in Tender?
<b>All information requested in Section 6</b>	
<b>Sample Menus, Price List and Opening Hours</b>	
<b>Bar Design Ideas</b>	
<b>Undertaking Statement – Schedule 4</b>	
<b>Business Plan</b>	

## 1. BACKGROUND

- 1.1 Thorne-Moorends Town Council invites suitably experienced operators to tender for the licence/lease to operate the bar facilities at Moorends Pavilion.
- 1.2 The Pavilion serves local sports teams, community groups, and private events. The bar is a key facility within the venue and must be operated professionally, responsibly, and in a manner that supports the wider community.
- 1.3 The pavilion is a new state-of-the-art facility currently in construction, designed to serve sports teams, community groups, and private events. The venue will feature an events space, modern kitchen, bar, and sports facilities, providing an excellent opportunity for a professional operator to manage a high-quality bar service at the heart of the community.
- 1.4 The Pavilion is located at Moorends Recreational Ground, home to local sports teams. The site also features a large outdoor playpark, extensive green space, and hosts the annual Moorends Gala and Fireworks events.

## 2. TENDER EVALUATION AND AWARD CRITERIA

- 2.1 Each Tender will be checked initially for compliance with all requirements of the ITT.
- 2.2 Tenders will be evaluated against the award criteria set out below.

### Scoring criteria

- 0 - Major non-compliance with requirements. Evidence is unacceptable or non-existent. There is a failure to properly address issues or meet any of the requirements or no Information provided.
- 1 - Does not meet requirements. Major deficiencies or concerns in certain areas or where the lack of detail and relevance requires the reviewer to make assumptions.
- 2 - Meets requirements. Minor deficiencies or concerns in information provided but may be adaptable.
- 3 - Meets requirements. Adequate relevant detail provides a comprehensive response demonstrating fully how requirements will be met.
- 4 - Exceeds requirements. A comprehensive response which meets all requirements and offers some added value.

In addition, the following will be assessed as follows:

- |   |           |
|---|-----------|
| • Insurance - Marked on a basis of                | Pass/Fail |
| • Personal Alcohol licence - Marked on a basis of | Pass/Fail |
| • Health and Safety - Marked on a basis of        | Pass/Fail |
| • Equalities - Marked on a basis of               | Pass/Fail |

## 5. FREEDOM OF INFORMATION ACT AND ENVIRONMENTAL INFORMATION STATEMENT

- 5.1 The Council is subject to The Freedom of Information Act 2000 (“Act”) and The Environmental Information Regulations 2004 (“EIR”).
- 5.2 As part of the Council’s duties under the Act or EIR, it may be required to disclose information concerning the procurement process or the Contract to anyone who makes a reasonable request.
- 5.3 If Tenderers consider that any of the information provided in their Tender is commercially sensitive (meaning it could reasonably cause prejudice to the organisation if disclosed to a third party) then it should be clearly marked as "**Not for disclosure to third parties**" together with valid reasons in support of the information being exempt from disclosure under the Act and the EIR.
- 5.4 The Council will endeavour to consult with Tenderers and have regard to comments and any objections before it releases any information to a third party under the Act or the EIR. However, the Council shall be entitled to determine in its absolute discretion whether any information is exempt from the Act and/or the EIR or is to be disclosed in response to a request for information. The Council must make its decision on disclosure in accordance with the provisions of the Act or the EIR and can only withhold information if it is covered by an exemption from disclosure under the Act or the EIR.

**6. INFORMATION REQUIRED**

**A. ORGANISATION PROFILE**

Please provide the following details:

Business name:

Registered or trading name if different:

Type of organisation (e.g. private limited company, partnership, sole trader):

Registered address:

Correspondence address if different from the above:

Address from which the Contract will be provided if different from the above:

Name of ultimate holding/parent company or subsidiary companies including addresses and an explanation of group structure and internal relationships:

Company Registration Number of ultimate holding/parent company or subsidiary companies:

If you have included details of an ultimate holding/parent company above would this company be willing to guarantee your contract performance and enter into any requisite legal documentation?

--

Indication of the principal areas of business activity of your organisation:

--

Contact name:	
Contact's position:	
Contact's telephone number:	
Contact's fax number:	
Contact's email address:	
Companies registration number(s):	
Place of registration:	
Year established:	
VAT number:	

**B. GROUNDS FOR EXCLUSION**

**This section will be evaluated on a pass/fail basis**

**B1. Mandatory Grounds**

The organisation (or its directors or any other person who has powers of representation, decision or control of such organisation) has not been convicted of any of the following offences:

<p>Conspiracy within the meaning of section 1 of the Criminal Law Act 1977 where that conspiracy relates to participation in a criminal organisation as defined in Article 2(1) of Council Joint Action 98/733/JHA; or</p>	<p><b>YES/NO</b> <i>(Delete as appropriate)</i></p>
<p>Corruption within the meaning of section 1 of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906; or</p>	<p><b>YES/NO</b> <i>(Delete as appropriate)</i></p>
<p>The offence of bribery; or</p>	<p><b>YES/NO</b> <i>(Delete as appropriate)</i></p>
<p>Fraud, where the offence relates to fraud affecting the financial interests of the European Communities as defined by Article 1 of the Convention relating to the protection of the financial interests of the European Union, within the meaning of:-</p> <ul style="list-style-type: none"> <li>• the offence of cheating the Revenue; or</li> <li>• the offence of conspiracy to defraud; or</li> <li>• fraud or theft within the meaning of the Theft Act 1968 and the Theft Act 1978; or</li> <li>• fraudulent trading within the meaning of section 458 of the Companies Act 1985; or</li> <li>• defrauding the Customs within the meaning of the Customs and Excise Management Act 1979 and the Value Added Tax Act 1994; or</li> <li>• an offence in connection with taxation in the European Community within the meaning of section 71 of the Criminal Justice Act 1993; or</li> <li>• destroying defacing or concealing of documents or procuring the extension of a valuable security within the meaning of section 20 of the Theft Act 1968; or</li> </ul>	<p><b>YES/NO</b> <i>(Delete as appropriate)</i></p>
<p>Money laundering within the meaning of the Money Laundering Regulations 2003; or</p>	<p><b>YES/NO</b> <i>(Delete as appropriate)</i></p>

Any other offence within the meaning of Article 45(1) of the Public Sector Directive.	<b>YES/NO</b> <i>(Delete as appropriate)</i>
---	---

<b>If you are unable to confirm any of the above, please give details below, including any action taken to resolve the situation.</b>

Please confirm the following statements or give details if you answer no to any of the questions.

**B2. Discretionary Grounds**

The organisation (or its directors or any other person who has powers of representation, decision or control of such organisation) confirms that:

Being an individual he is not bankrupt or has not had a receiving order or administration order or bankruptcy restrictions order made against him or has not made any composition or arrangement with or for the benefit of his creditors or has not made any conveyance or assignment for the benefit of his creditors or does not appear able to pay or to have no reasonable prospect of being able to pay, a debt within the meaning of section 268 of the Insolvency Act 1986, or article 242 of the Insolvency (Northern Ireland) Order 1989, or in Scotland has not granted a trust deed for creditors or become otherwise apparently insolvent, or is not the subject of a petition presented for sequestration of his estate, or is not the subject of any similar procedure under the law of any other state; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
Being a partnership constituted under Scots law it has not granted a trust deed or become otherwise apparently insolvent, or is not the subject of a petition presented for sequestration of its estate; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
Being a company or any other entity within the meaning of section 255 of the Enterprise Act 2002 has not passed a resolution or is not the subject of an order by the court for the company's winding up otherwise than for the purpose of bona fide reconstruction or amalgamation, or has not had a receiver, manager or administrator on behalf of a creditor appointed in respect of the company's business or any part thereof or is not the subject of the above procedures or is not the subject of similar procedures under the law of any other state; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>

They have not been convicted of a criminal offence relating to the conduct of the business or profession; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
They have not committed an act of grave misconduct during the business or profession; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
It has fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the organisation is established; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
It has fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
They are not guilty of serious misrepresentation in providing any information required of them under this regulation; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
In relation to procedures for the award of a public services contract, it is licensed in the relevant State in which he is established or is a member of an organisation in that relevant State when the law of that relevant State prohibits the provision of the services to be provided under the contract by a person who is not so licensed or who is not such a member; or	<b>YES/NO</b> <i>(Delete as appropriate)</i>
Where applicable, it is registered with the appropriate trade or professional register(s) in the EU Member State where it is established (as set out in Annex IXB of Directive 2004/18/EC) under the conditions laid down by that Member State.	<b>YES/NO</b> <i>(Delete as appropriate)</i>

<b>If you are unable to confirm any of the above, please give details below, including any action taken to resolve the situation.</b>

**C. PERSONAL ALCOHOL LICENCE**

**This section will be evaluated on a pass/fail basis.**

Please confirm that you have a personal licence or will obtain one before the building completion.

	<b>Confirmed</b>
Personal Alcohol Licence	<b>YES/NO</b>
Willing to obtain	<b>YES/NO</b>

**D. INSURANCE**

**This section will be evaluated on a pass/fail basis.**

Please provide confirmation that you have or, if successful, will buy the following minimum levels of insurance:

	<b>Confirmed</b>
<b>Public liability £5 million</b>	<b>YES/NO</b>
<b>Employers' liability £5 million</b>	<b>YES/NO</b>
<b>Product liability £5 million</b>	<b>YES/NO</b>

The successful tenderer will be required to provide the Council with proof of insurance cover prior to commencement of the contract.

**E. HEALTH AND SAFETY**

**Responsibility and Structure**

Please state the name and position of the person with overall responsibility for health and safety in your organisation together with details of experience and any relevant qualifications.

Name	
Position in Organisation	
Experience	
Qualifications	

Please state the name and position of the person (if different to above) appointed to provide health and safety advice as required by Regulation 7 of the Management of Health & Safety Work Regulations 1999, together with details of experience and any relevant qualifications.

Name	
Position in Organisation	
Experience	
Qualifications	

How many persons does your organisation normally employ?

--

**Policies and Procedures**

Does your organisation have a written Health and Safety Policy (covering General Policy, Organisation and Arrangement) as required by Section 2(3) of the Health and Safety at Work etc Act 1974 and issue any codes of safe working practices to workforce?

<b>YES/NO</b> <i>(delete as appropriate)</i>
--

If the answer is **yes** please enclose a copy of the policy.

If your organisation does not have a written Health and Safety Policy please give the reason why.

--

Does your organisation have a procedure for the reporting and recording of accidents and dangerous occurrences?

<b>YES/NO</b> <i>(delete as appropriate)</i>
--

If the answer is **yes** please enclose a copy of the procedure.

During the last five years, has the organisation been subject to formal enforcement (e.g. Prosecution, Prohibition Notice or Improvement Notice) for contravention of the Health and Safety at Work etc Act 1974, or equivalent legislation arising from your conduct of activities like those covered by this contract?

<b>YES/NO</b> <i>(delete as appropriate)</i>
--

If the answer is **yes**, please provide full details and explain corrective action taken to prevent re-occurrence.

--

Does your organisation have Risk Assessment Procedures in place for all work activities as required by the Management of Health and Safety at Work Regulations 1999 and associated legislation?

<b>YES/NO</b> <i>(delete as appropriate)</i>
--

If the answer is **yes**, please supply examples of risk assessments and safety method statements.

Copy of above enclosed if appropriate	Yes	No
---------------------------------------	-----	----

Name of person completing this form	
Position in organisation	
Contact Tel No	
Email Address	
Date	
Signature	

**F. EQUALITY AND DIVERSITY**

**This section will be evaluated on a pass/fail basis.**

In the last three years has any finding of unlawful discrimination been made against your organisation by any court or industrial or employment tribunal?

<b>YES/NO</b> <i>(delete as appropriate)</i>
--

In the last three years has your organisation been the subject of a formal investigation on grounds of alleged unlawful discrimination by, for example, the Commission for Racial Equality (CRE), Disability Rights Commission (DRC), Equal Opportunities Commission (EOC) or Equality and Human Rights Commission (EHRC)?

<b>YES/NO</b> <i>(delete as appropriate)</i>
--

If the outcome of either of the last two questions (above) was yes, what actions were you required to take because of that finding or investigation?

--

If you were required to act, what action did you take?

--

If you were required to act and no action was taken, please explain why not?

--

**G. APPLICATION DETAILS**

Name/Proposed Name of Business		
Name of Applicants	Applicant 1	
	Applicant 2	
Business Type	Sole Trader	
	Partnership	
	Limited Company ( <i>if Limited personal guarantees from Directors will be required</i> )	
	Charity	
	Other (Please specify)	
Business Address if currently trading		
Business Telephone Number		
Business E-mail		
Business Website		
Address of Applicant 1		
Telephone Number(s)		
Applicant 1 E-mail		
Address of Applicant 2		
Telephone Number(s)		
Applicant 2 E-mail		
Is any applicant related to or associated with any currently serving Thorne-Moorends Town Councillor or staff member(s)		
<b>YES</b>	<b>NO</b>	
Provide further information		

Please provide details of bar or hospitality experience detailing name of business, years in operation, qualifications and any other relevant information.

Please provide details of any business experience detailing name of business, years in operation, qualifications and any other relevant information.

Please identify areas of risk and detail how these risks will be managed.

Please indicate in the box below your plans for the installation of bar equipment on the premises including the likely specification, likely cost and means of installation.

Please indicate what innovative ideas you can bring to the delivery of the service.

Please provide details of how you plan to operate and stock the bar including brewery/supplier details. Please provide sample drink menus & prices.

What steps would you take to ensure that the facility remains a community asset?

**Additional documents required:**

**1. Sample Menu and Price List:**

**Purpose:** This document is crucial for showcasing the variety of beverages the bidder intends to offer, helping the council assess the variety and price of offerings. A clear menu is key to understanding how the bar will appeal to the pavilion’s users.

**Considerations:** It would be beneficial to ensure that the menu is tailored to the target audience, considering the pavilions sports nature and the potential for events. The price list should also reflect a balance of affordability and quality.

**2. Opening Hours:**

**Purpose:** It is expected that the bar will operate with core opening hours and open additionally for events and bookings. The Council is aware that core opening hours may need to be tailored during the first year whilst the facility becomes established. The core opening hours document helps the council understand the operational hours of the bar, ensuring that they align with peak visitation times (e.g., sporting events).

**Considerations:** The council is interested in flexibility, especially during special events.

**3. Bar area Design Ideas:**

**Purpose:** We’d like to hear how you would style the bar area of the building. This document provides a visual concept of how the pavilions interior will complement the recreational grounds setting. The design should aim to create an inviting atmosphere that attracts visitors.

**Considerations:** Since the pavilion is centred around sporting and community use, any design should reflect this whilst also being suitable for more formal events. It might also be useful to consider sustainability in the materials used, aligning with modern expectations for eco-friendly practices.

**4. Business Plan:**

**Purpose:** The business plan is essential for evaluating the financial and operational viability of the bar. It provides insight into how the bar will be run, including its target market, marketing strategies, financial projections, and long-term goals.

**H. REFERENCES**

Please provide details of three references

	<b>Reference 1</b>	<b>Reference 2</b>	<b>Reference 3</b>
<b>Name</b>			
<b>Title</b>			
<b>Address</b>			
<b>Tel. No.</b>			
<b>Fax No.</b>			
<b>Email Address</b>			

## **SCHEDULE 1**

### **SPECIFICATION**

#### **1. The Facilities**

##### **1.1 Introduction**

The Council is now keen to find an experienced & enthusiastic licence holder who will be able to maximise the potential of the bar within the pavilion, will work in partnership with the Council and community groups, has relevant experience in business and the hospitality industry, a good track record and sound financial standing. The licence holder will be the sole operator of the bar.

The area included in the licence a bar measuring approx. 7mx2m and cellar room approx. 5.4mx2.8m situated within the large community & events space. Additionally, use of an office for administrative purposes is available. The bar will come fitted with shutters to ensure security and safe operation. The pavilion contains large hall, kitchen, toilets, changing rooms for sports and a smaller events space/meeting room. The hiring of the hall and other facilities for private events will remain under the control of the Council. The bar licensee would be expected to operate the bar for any events where alcohol service is required. The building is fully secured with CCTV and an alarm system, providing a safe environment for staff, visitors and stock, however the licensee would be responsible for insuring their own stock and equipment.

If you are interested in running the cafe with effect from 2026, please request details of the application process and form from Sam Goodfellow, Town Clerk at email: [clerk@thorne-moorends.gov.uk](mailto:clerk@thorne-moorends.gov.uk) address: Assembly Rooms, Fieldside, Thorne, Doncaster DN8 4AE, telephone: (01405) 818015.

Proposed Contract Commencement: TBC  
Tender Return Date: by 12pm, 10<sup>th</sup> April 2026

#### **2. The Requirement**

The remainder of this specification outlines the services to be provided and certain conditions within which the successful tenderer will be required to trade. A short summary is provided at the end highlighting those points that need to be addressed in your written proposal.

##### **2.1 Service**

The licensee is required to provide a high-quality range of alcoholic and non-alcoholic drinks including hot beverages.

## **2.2 Minimum Level of Service**

The agreement requires a minimum level of service of 10 hours per week, with the specific days and times to be arranged by mutual agreement between the parties. These hours do not include any private events, which will be provided in addition to the minimum weekly service. During the first year, the level and scheduling of service will remain flexible while usage patterns and operational arrangements are established. Unless prior approval is obtained from the Council, last orders at the bar must be called no later than 12pm.

## **2.4 Staffing**

The operations must be always staffed by sufficient well-trained staff to enable the minimum standards of service previously stated to be attained. All staff must be experienced in providing a high standard of customer service and be fully trained in the operation of the facilities for which they are responsible.

There must always be a clearly designated person responsible for the operations on duty.

## **2.5 Training**

All staff must be suitably trained and competent.

## **2.6 Personal Licence**

Whilst the Council will remain the premises licence holder. The bar licensee must hold a personal licence to sell alcohol.

## **2.7 Goods and Equipment**

The licensee will be responsible for installing all goods and equipment and for all maintenance costs associated with the fixed equipment.

## **2.8 Cleaning**

The licensee will be fully responsible for the cleaning of the bar and cellar area.

## **2.9 Health, Safety and Hygiene**

It is the responsibility of the caterer to ensure that the operation meets all the requirements stipulated by current legislation.

This to include, but not be limited to:

- Health and Safety at Work etc Act 1974
- Licensing Act 2003
- COSHH – Control of Substances Hazardous to Health Regulations 2002

As noted previously it is also the responsibility of the licensee to ensure that all staff are suitably trained in each of the areas listed above.

### **2.10 Waste Disposal**

The licensee shall be responsible for the management and disposal of all waste generated by the bar and shall bear all associated costs. No bar waste may be disposed of in Council bins.

### **2.11 Period of Agreement**

The term will be three years with a break clause at the end of the third year. An option for a further three-year extension may be negotiable. The start date will be confirmed once a completion date has been established for the new pavilion but is likely to be August 2026.

### **2.12 Trading Hours**

The level of service will be agreed between the parties, with a minimum of 10 hours per week to be provided, in addition to any private events. Last orders at the bar must be called no later than midnight.

### **2.13 Operating Costs**

The licensee will be expected to meet all operating costs including costs of sales, labour, direct operating costs arising from the operation of the bar service, communications and any additional costs not mentioned.

**The licensee will be expected to meet all such costs as they become due and failure to do so may lead to the termination of the contract.**

## **3. Performance Monitoring**

The licensee will be expected to:

- Provide the agreed bar services according to the operating schedule, unless otherwise instructed.
- Supply the range of drinks itemised in their proposal document to the specification and tariff stated.
- Maintain the bar area.
- Ensure that all staff are adequately trained.
- Remove all waste materials from site daily.
- Pay the agreed fee at the times agreed.
- An accident book must be retained on site and used appropriately.
- Meet the costs of all expenses as they become due.

## SCHEDULE 2

### PRICING

Contract for the provision of a bar service to visitors at Moorends Pavilion.

I/We confirm that the I/We can supply the Contract as specified in the Proposal at the rates shown below.

<p>Rent for the Moorends Pavilion <b>ANNUAL BAR LICENCEE FEE</b> Payable monthly in advance</p>	<p><b>Base Rent:</b> £3,000.00 per annum (£250.00 per calendar month). <b>Revenue Share:</b> 10% of bar takings for: All private events; and Any operational hours exceeding 10 hours per week. <b>Income Threshold Adjustment:</b> Once annual income exceeds £100,000, the revenue share percentage will increase to 12% &amp; base rent will increase to £500.00 per calendar month. <b>Rent Review:</b> Annual rent reviews will be conducted.</p>
---	--

I/We confirm that we accept the Contract as issued with the Invitation to Tender.

I/We undertake in the event of acceptance of our Tender to execute the Contract at a date mutually agreed.

I/We confirm that the information supplied to you and forming part of this Tender including (for the avoidance of doubt) any information supplied to you as part of my/our initial expression of interest in tendering, was true when made and remains true and accurate in all respects.

I/We confirm that this Tender will remain valid for 90 days from the date of this Form of Tender.

I/We confirm and undertake that if any of such information becomes untrue or misleading that I/We shall notify you immediately and update such information as required.

#### I. UNDERTAKING

When you have completed the Tender, please ensure that:

1. You have answered all the questions;
2. You have **provided** all documents requested;

3. You have read and signed the undertaking below.

I certify that the information supplied regarding the Organisation is accurate to the best of my knowledge and that I accept the conditions and undertakings requested in the tender. I understand and accept that false information could result in rejection of the application to be selected to take part in the tender process.

I also understand that it is a criminal offence, punishable by imprisonment, to give or offer any gift or consideration whatsoever as an inducement or reward to any servant of a public body. I also understand that any such action will result in rejection of our application to take part in the tender procedure and empower the Council to cancel any contract currently in force.

I understand and agree that if our tender is successful that the Organisation will purchase professional indemnity insurance as required if such insurance is not already held.

I understand and agree to the conditions set out in the Freedom of Information and Environmental Information Statement.

**NB This undertaking is to be signed by a Partner, Director or authorised representative i.e. in their name on behalf of the Organisation.**

Signed for and on behalf of the Organisation:	
Signed:	
Position/Status in the Organisation:	
Organisation's name:	
Organisation's address:	
Date:	

### SCHEDULE 3

#### Moorends Pavilion Bar

#### UNDERTAKING STATEMENT

Before submitting the tender document, please ensure that:

**You have answered all the questions;**

**You have enclosed all documents requested;**

**You have read and signed the undertaking below.**

I certify that the information supplied regarding the Applicant is accurate to the best of my knowledge and that I accept the conditions and undertakings requested in the questionnaire. I understand and accept that false information could result in rejection of the tender.

I also understand that it is a criminal offence, punishable by imprisonment, to give or offer any gift or consideration whatsoever as an inducement or reward to any servant of a public body. I also understand that any such action will result in rejection of our tender and empower the Council to cancel any contract currently in force.

I understand and agree that if our tender is successful that the Applicant will purchase professional indemnity insurance as required if such insurance is not already held.

I understand and agree to the conditions set out in the Freedom of Information and Environmental Information Statement.

**NB This undertaking is to be signed by a Partner, Director or authorised representative i.e. in their name on behalf of the Applicant.**

Signed for and on behalf of the Applicant:

Signed:

Position/Status in the Applicant:

Applicant's name:

Applicant's address:

Date:

## SCHEDULE 4

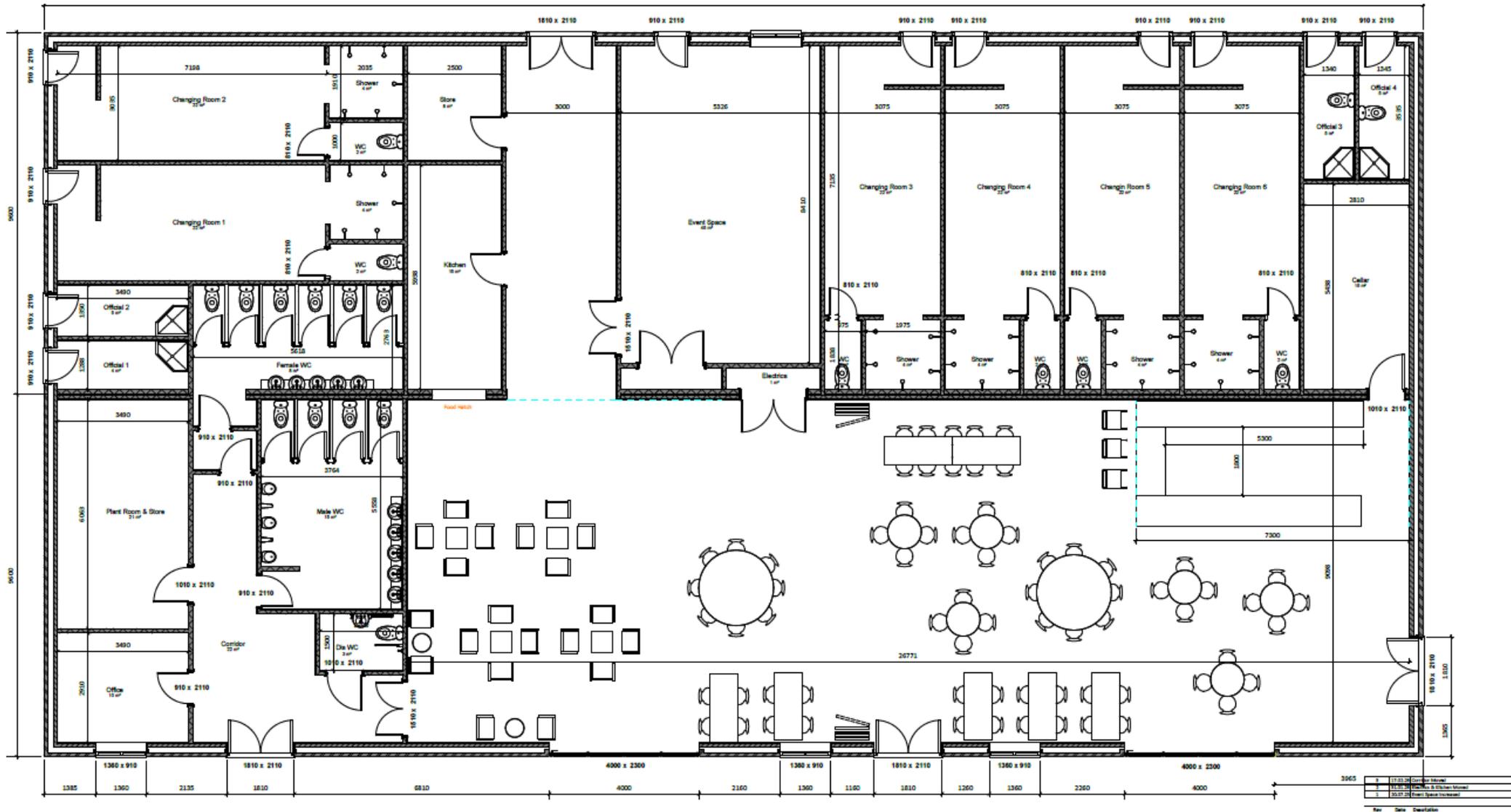
### CONTRACT PARTICULARS

<b>Contract Title</b>	Moorends Pavilion Bar
<b>Council</b>	Thorne-Moorends Town Council.
<b>Initial Commencement Date</b>	To be mutually agreed
<b>Extension Date</b>	From 2029 for extra periods of up to 3 years, extensions granted annually.
<b>Contract Period (including option to extend)</b>	For the period of 3 years with the option to extend for extra periods of up to 3 years.
<b>Services/Goods/Works</b>	Service
<b>Price</b>	<p><b>Base Rent:</b> £3,000.00 per annum (£250.00 per calendar month).</p> <p><b>Revenue Share:</b> 10% of bar takings for: All private events; and Any operational hours exceeding 10 hours per week.</p> <p><b>Income Threshold Adjustment:</b> Once annual income exceeds £100,000, the revenue share percentage will increase to 12% &amp; base rent will increase to £500.00 per calendar month.</p> <p><b>Rent Review:</b> Annual rent reviews will be conducted.</p>

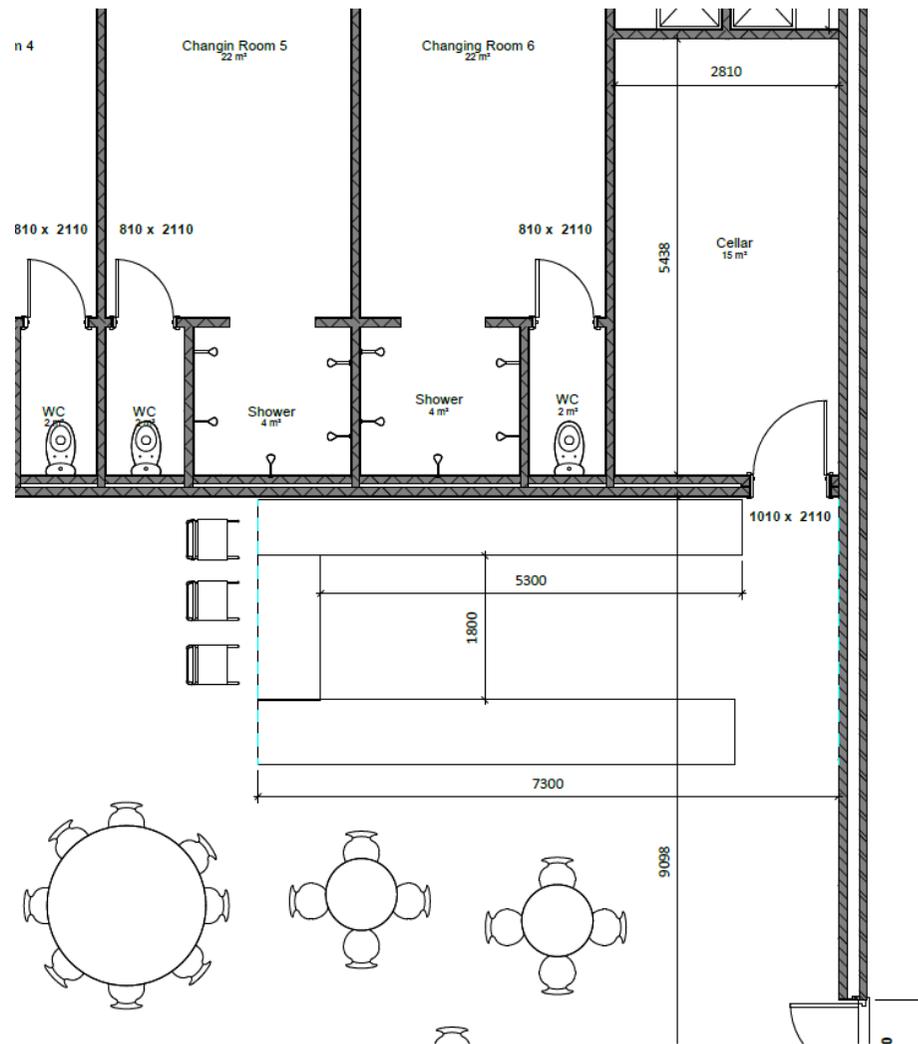
<b>Council Authorised Officers</b>		
<b>Name</b>	<b>Position</b>	<b>Contact Details</b>
Sam Goodfellow	Town Clerk	Tel 01405 818015

<b>Insurance</b>	
<b>Insurance type:</b>	<b>Minimum level</b>
<b>Employers Liability Insurance</b>	<b>£5 Million</b>
<b>Public Liability Insurance</b>	<b>£5 Million</b>
<b>Product Liability Insurance</b>	<b>£5 Million</b>

## Schedule 5: Plan details



Setting Out Plan - Ground Floor



# Design concepts for Moorends Recreational Ground

