

## Are you a social enterprise, charity, voluntary organisation or community group with the ability to supply regular catering services to a busy conference centre just outside Manchester City Centre?

St Thomas Centre is home to Greater Manchester Centre for Voluntary Organisation (GMCVO) who manage the ground floor conference centre as a subsidiary enterprise of the parent charity. It has all the facilities you would expect from a high quality conference and meeting venue and we are now looking to expand on our current catering provision by adding a Social Enterprise caterer to our offer for customers.

This will enable our customers to make an informed choice for their catering requirements.

Organisations should be a social enterprise based in Greater Manchester, reliable and efficient and have the ability to provide large quantities outlined in the table below and have the ability to deliver from 7.30am Monday – Saturday.

### Tender information required;

1. Delivery times/dates [actual availability of delivery of catering]
2. Menu options [including various dietary requirements you are able to cater for]
3. Price per head for each menu option
4. Notice period required for final numbers
5. Suppliers, including geographic area

Our current provision can be seen here <https://www.stthomascentre.org.uk/prices> under the catering services tab. Please note that we also offer breakfast and evening meetings. To give you an idea of our volume see table below;

| Month | Instances (number of deliveries) | Quantities (individual meals ordered) |
|-------|----------------------------------|---------------------------------------|
| April | 23                               | 334                                   |
| May   | 28                               | 359                                   |
| June  | 20                               | 344                                   |

**Please provide full details by 12 noon on Friday 28<sup>th</sup> September 2018**

Details of two references will be requested following submission. For further information and an informal discussion please contact Tanya Coutts on 0161 277 1002 or email [tanya.coutts@gmcvo.org.uk](mailto:tanya.coutts@gmcvo.org.uk)

### *A social enterprise subsidiary of Greater Manchester Centre for Voluntary Organisation*

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