



Pembrokeshire Agricultural Society Ltd

Registered No: 09124313

Registered Charity No: 1160533

Pembrokeshire Agricultural Society Ltd invites tenders from interested parties for the Concession to retail foods for public consumption on the Showground on 17 & 18<sup>th</sup> August 2022.

Foods without limitation to include all foods to be consumed on the showground and includes ice cream and iced products, cooked and pre-cooked foods, confectionery, bakery, soft drinks, beverages, fruit.

**All tenders to be submitted on the application forms before 3<sup>rd</sup> June, 2022**

1. Vendors of foods to be consumed on the Showground must be registered as food businesses and have a Food Hygiene rating of a minimum of 3 (Three) and upwards.
2. All food vendors must display their current Food Hygiene rating in a prominent and publicly conspicuous place so as to be easily read by customers whether it be in a permanent building, tented restaurant, gazebo, vehicle or trailer of any size/description.
3. This is a legal requirement under the Food Hygiene Rating (Wales) Regulations 2013 and is adopted by the Pembrokeshire Agricultural Society for all food vendors on the showground regardless of the fact that they may be registered with food authorities outside of Wales.
4. All tenders applying for a concession to sell foods will have their Food Hygiene Ratings checked at, Food hygiene ratings|GOV.Wales before their tenders will be considered.
5. Due to the Covid19 pandemic there is a backlog of businesses who may not have a Food Hygiene rating. Unfortunately the Society is unable to consider these businesses as suitable tenders.
6. Tenders must be for each point of sale. That is, if a motorised vehicle is a point of sale and the trailer/trailers/vans/marquee or any other point of sale is established then this becomes multiple sale points and so multiple tenders must be made for the number of points of sale created by the vendor. Those who exceed the number of sale points without declaring them on their Tender application will have to pay the tender fee for each of those points of sale and will be further surcharged by an additional 50% of their tender on all of their points of sale.
7. All Vendors must book a trade stand to accommodate all their sale points on the Showground. Please use the Trade Stand booking document.
8. All vendors must complete a risk assessment form which is located on the Trade Stands section of the website.
9. Vendors will be allocated positions on the showground by the Society appointed staff that conforms to all Health & Safety requirements. The Showground will be subdivided into zones, no more than 4 (four) zones. This is to ensure that there is a balanced selection of food outlets distributed around the Showground. The selection process and positioning of food outlets to be decided by the Society officials. No exhibitor is to deviate or move from their allocated areas. Failure to comply will result in the vendor being requested to leave the showground
10. The Society is responsible for supplying a potable water supply to the vendor, this will be in the form of a stand pipe situated as near as site conditions allow. The Society will also provide hand washing and toilet facilities on the showground.
11. Vendors to supply point of sale refuse bins to be emptied into the society appointed service provider of skips/large bins. The Society will arrange for the collection of refuse at the end of each day from the appointed refuse collectors bins located on the showground.
12. Vendors who require a caravan pass must apply through the trade stand caravan pass application found in the Trade Stands section on the website.
13. All vendors are bound by the same rules as the exhibitors as defined on the Trade Stands section of the Society website [www.pembsshow.org](http://www.pembsshow.org)
14. Vendors who are prepared to open up prior to the show may trade in the pre and post show days.
15. All tenders to be submitted by the **3<sup>rd</sup> June, 2022.**

**To apply, fill in the form at <https://form.jotform.com/220625717398362>**