



Expression of Interest

Occupancy of Trader's Kiosk(s)

Bray Seafront

2024 Trading Season

**Information Document
And
Expression of Interest Form**

General Information

Built in 1935, the Kiosks have been part of Bray Seafront's character for over 85 years. Located on Bray's Promenade, the Kiosks are much sought after for summer seasonal traders.

Wicklow County Council allocate the kiosks to licensed tenants each year following an Expression of Interest tender process.

Please note that the Kiosks are leased **as they stand**. It will be the responsibility of the Tenant to seek prior approval, **in writing**, from Wicklow County Council for any necessary structural works that may be required in order to comply with Hygiene of Foodstuffs Regulations and Environmental Regulations for Food Business Operators. **Please see guide attached for Food Business Operators.**

Expressions of Interest are now sought from interested parties for the 2024 Trading Season.

Submission Conditions

In order for an expression of interest to be considered, the following must be submitted:

1. A deposit of €500 (refunded if the submission is unsuccessful).
2. A completed Expression of Interest Application Form (attached).
3. Signed Client Authorisation Form (attached) in order to request previous Inspection Reports from the Environmental Health Service **if** a Kiosk was previously leased.
4. Registration of Food Business Establishment Form (attached) for submission to HSE.
5. Interested parties must submit a bid for the license fee for the trading period.

The fee must be per Kiosk for the full trading period. All successful bids must be paid in full prior to the start of the trading period.

Submissions can be for any or all of the 6 available Kiosks. However, the maximum number of Kiosks awarded to the same applicant is **two**.

The trading period is from February 2024 to the 31st October 2024

Award Criteria

Licenses to trade will be awarded on the following basis:

Highest bidder/compliance with the Environmental Health Service Regulations/Food Business Regulations **if applicable.**

In the event of multiple bids of the same amount for the same Kiosk, submissions will be judged on previous experience, references and quality and/or suitability of product listing.

Product Offering

All submissions must detail the type of product(s) that are to be sold. Please note – all products must fall under the following categories to be considered:

- | | |
|------------------|------------------|
| a. Ices | f. Hot beverages |
| b. Sweets | g. Souvenirs |
| c. Confectionery | h. Toys |
| d. Fruit | i. Crafts |
| e. Minerals | |

Deadline for Submissions

All documentation along with an application payment of €500 – **payable to Wicklow County Council** must be received no later than 12 noon on Thursday 25th January 2024 in order to be considered.

All applications must be returned, by post, to:

Bray Municipal District
Block A
Civic Offices
Main Street
Bray
Co. Wicklow

All applicants will be contacted in writing following the assessment of the received bids.

Award of Licenses

Successful applicants will be contacted in writing following the completion of the assessment of all applications received.

A license agreement between the successful applicants and Wicklow County Council will be issued for signature along with the letter of award.

Payment in full of the bid amount, plus a €500 security deposit per Kiosk awarded, must be made prior to the enforcement of the license agreement.

Expression of Interest Form

Occupancy of Kiosks – 2024 Trading Season

Business Name: _____

Trading As: _____

Contact Name: _____

Address: _____

Contact number: _____ Mobile: _____

Email address: _____

Signature: _____

Please indicate the amount you wish to pay for trading in each Kiosk for the 2024 Trading Season.

Kiosk Number	Amount of Bid
Kiosk number 1	€
Kiosk number 2	€
Kiosk number 3	€
Kiosk number 4	€
Kiosk number 5	€
Kiosk number 6	€
Total Bid for 2024:	€
Total number of Kiosks Bid for:	

Please note, in addition to the amount bid, a refundable security deposit of €500 per Kiosk is also required. Deposits are only due when occupancy licenses are issued to successful applicants. The application payment of €500 is used as the deposit for the first of the Kiosks bid for.

Please note referees cannot be related to the applicant

Name: _____

Title: _____

Company: _____

Contact number: _____

Product Offering:

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