



**Expression of Interest (EOI)**  
**CAFÉ OPERATOR - Whites Hill Reserve**  
**PART B – RESPONDENT SCHEDULE**

Closing Date: **Friday 8 July 2022**

Closing Time: **10:00am**

EOI Lodgment: via email to [\*\*manager@bmta.com.au\*\*](mailto:manager@bmta.com.au)

## CONTACT

Applicants should refer requests for information or advice regarding this EOI to:

**CONTACT NAME** Christopher Davis  
**CONTACT EMAIL ADDRESS** [manager@bmta.com.au](mailto:manager@bmta.com.au)

Any information given to an Applicant to clarify any aspect of this EOI will also be given to all other Applicants, if in the opinion of BMTA it would be unfair not to do so.



# CONTENTS

- 1. Applicant Details ..... 1
- 2. Applicant Overview ..... 2
- 3. Legal Entity ..... 2
- 4. Management Systems and Insurance ..... 3
- 5. Applicant Experience ..... 3
- 6. Proposed Concept ..... 4
- 7. Revenue Model ..... 5
- 8. Fitout ..... 5
- 9. References ..... 5
- 10. Acknowledgement and Confirmation ..... 6



## 1. Applicant Details

a) <b>Registered Business Name</b>	
b) <b>Trading Name</b>	
c) <b>ABN</b>	
d) <b>ACN (if applicable)</b>	
e) <b>Registered Office Address</b>	
f) <b>Do you have any Conflict of Interest to disclose?</b> If Yes, please outline the conflict of interest	Yes                  No
g) <b>Current Legal Proceedings</b> Are you, any of your directors or close associates currently, or have you, your directors or close associates been at any time within the last five years, the subject of any or any pending: <ul style="list-style-type: none"> <li>a. Legal proceedings, including winding up or bankruptcy proceedings,</li> <li>b. Insolvency administrations or investigations; and/or</li> <li>c. Investigations by ICAC or any other public body, including findings of dishonest, unfair and/or unconscionable conduct?</li> </ul>	Yes                  No
h) <b>Financial Capacity and Capability</b> During any subsequent tender/negotiation process, organisations will be required to submit a copy of their last three annual financial reports for a financial analysis to be conducted on behalf of BMTA.	
i) <b>Contact Details for this EOI:</b>	Name:  Title:  Email:  Phone:



## 2. Applicant Overview

Please provide relevant background information about your organisation. This may include details of your previous experience, mission, existing operations or future plans, including how they may be relevant to this EOI.

## 3. Legal Entity

Please submit the information specified below:

<b>a) The applicant is a:</b>	
<b>b) The organisation commenced trading on:</b>	
<b>c) Is the applicant a subsidiary company?</b> If yes, the name & ABN of the ultimate holding company is:	Yes                  No
<b>d) Is the applicant a holding company?</b> If Yes, the names & ABNs of divisions and subsidiaries are:	Yes                  No
<b>e) If the applicant is a sole trader or partnership, the names and addresses of all members of the business are:</b>	



#### **4. Management Systems and Insurance**

Provide details of your existing business structure, insurance, support and technology systems and operations within the business.

#### **5. Applicant Experience**

**a) Please outline the organisation's capability and experience.**

Provide documentation in support of your experience and capabilities. Please reference acceptable and successful activities or new undertakings from the last 3 years.

**b) Please outline the organisation's capability to deliver a high-turnover canteen operation.**



## **6. Proposed Concept**

Detail your proposed concept for the space. You are welcome to add additional subheadings as required.

### ***Overview***

### ***Operations including Proposed Opening Hours***

### ***Theming & Environment***

### ***Menu & Products***

### ***Marketing***



## 7. Revenue Model

BMTA is open to a variety of revenue models depending on the best fit of the application, including a partnership arrangement where the financial risks and rewards are shared, a traditional landlord-tenant arrangement or any other model. On what basis do you propose BMTA would be remunerated?

## 8. Fitout

The space is being newly constructed and no appliances or furniture are currently in this space. BMTA would like to work with the successful operator on the fitout of this space. Do you have experience with the set-up of a new retail premises or have existing assets for the fitout?

## 9. References

Please provide at least two (2) references, including a current or past landlord for your business.





## 10. Acknowledgement and Confirmation

I acknowledge that the information provided is correct and is in accordance with the EOI Conditions.

Authorised Representative

Name

Position

Date

