

Questions & Answers 1– RFP Provision of catering services - FM/16/CAT/MC/19

Q1	<p>Cost model (page 10 of 30 of PQD)</p> <p><i>“On average the ESM has 300 people on site per day and an average of 100 meals per day are purchased from the Canteen. All prices are set by the ESM, which means any additional costs are subsidised by the ESM for items purchased by staff. The ESM will guarantee a minimum of 50 purchased meals per day to the Service Provider. All other costs will have to be covered with the products sold.”</i></p> <p>Could you please give additional details regarding the cost model, please?</p>
A1	All the details related to the cost model will be disclosed at later stage of the process.
Q2	<p>Our understanding is as the following:</p> <ul style="list-style-type: none"> ✓ Food cost: paid by guests, at the cashier ✓ Additional costs (staff, operational costs ...): subsidised by the ESM (monthly invoicing?) <p>Is it correct?</p>
A2	Yes, your assumption is correct.
Q3	Could you please provide sales statistics from a regular month (e.g. October) with data such as number of hot meals sold (by type of meal), number of sandwiches, breakfast, etc.?
A3	<p>All the details about the estimated service volume required will be disclosed at the later stage of the process in the cost model and the Request for Proposal. Here below some information about the volume of food sold in October 2019:</p> <p>Dish of the day = 1436 Healthy choice =167 Show cooking=449 Grill=99 Soup=301 Dessert=322 Sandwiches=373 Fresh juice (breakfast)=389 Scrambled eggs / Omelette=277</p>
Q4	Are ESM employees allowed to bring their own meals to office? (e.g. “homemade”)
A4	Yes, ESM staff is entitled to bring their own food to ESM.
Q5	Are ESM employees allowed to have lunch in European institutions’ restaurants? (e.g. EIB, Court of Justice, European Parliament, ...)
A5	Except for Eurostat, ESM staff is not entitled to have lunch in EU institutions.