# Annex I: Application Form

APPLICATION FOR FOOD & BEVERAGE VENDORS TO PARTICIPATE IN THE VALLETTA LOCAL FOOD FESTIVAL 2024

1. **APPLICANT’S DETAILS** (MANDATORY)

|  |  |
| --- | --- |
| **Name** |  |
| **Surname** |  |
| **Address** |  |
| **ID Card Number** |  |
| **Mobile Number** |  |
| **Email Address** |  |
| **VAT Number** |  |
| **Name of Company (if applicable)** |  |
| **Company Number (if applicable)** | **C** |
| **Portfolio Website (if applicable)** |  |

1. **COLLABORATORS’ DETAILS** (OPTIONAL)

**Collaborator No. 1 (If applicable)**

|  |  |
| --- | --- |
| **Name** |  |
| **Surname** |  |
| **ID Card Number** |  |

**Collaborator No. 2 (If applicable)**

|  |  |
| --- | --- |
| **Name** |  |
| **Surname** |  |
| **ID Card Number** |  |

**Collaborator No. 3 (If applicable)**

|  |  |
| --- | --- |
| **Name** |  |
| **Surname** |  |
| **ID Card Number** |  |

1. **PROPOSAL**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| |  |  |  | | --- | --- | --- | | **Requirements** | **Mandatory / Optional** | **To be filled in by the Bidder** | | 1. Proposed Dishes/Packaged Products/Beverages 2. Provide a proposal of a minimum of 3 different dishes/packaged products including pricelist   Or   1. Provide a proposal of more than 3 different dishes/packaged products including pricelist | Mandatory |  | | 1. Ingredients:   Provide a list of all ingredients which shall be used for the preparation of the dishes and/or product. | Mandatory |  | | 1. All products used are to be locally produced. A declaration confirming this requirement is to be submitted. | Mandatory |  | | 1. Provide a reasonable pricelist of all the products which are being proposed to feature and be sold in the festival. | Mandatory |  | | 1. Confirm that prospective applicant shall be in possession of a valid Food Handlers Certificate, if applicable | Optional | * **Submitted (attached)**   **Not Submitted** | | 1. The prospective participant has all the necessary permits and licenses to sell/trade. A declaration confirming this requirement is to be submitted outlining all relevant and valid permits / licences in hand.   *A copy of the permits / licences are required at contract signing stage.* | Mandatory | * **Submitted (attached)**   **Not Submitted** | | 1. The prospective participant has to be available throughout the 3 days of the festival. A declaration confirming this requirement is to be submitted. | Mandatory |  | | 1. The prospective participant will adhere to all the terms and conditions. A declaration confirming this requirement is to be submitted. | Mandatory |  | | 1. Provide photos and visuals of the proposed dishes/packaged products. | Mandatory | * **Submitted (attached)**   **Not Submitted** | |

1. **DECLARATION**

I/we hereby agree to all of the terms and conditions stipulated in the Expression of Interest for Food & Beverage Vendors during the Third Edition of the Valletta Local Food Festival 2024 as listed in this document.

I/we hereby declare that I do not fall under any of the grounds listed under Part VI of LN352/2016 – Exclusion Grounds.

I/we declare that no subcontracting in connection with this Expression of Interest shall take place unless prior written consent of the Contracting Authority is obtained. I/we shall be solely responsible for the execution of the contract and for the delivery of service as requested by the Contracting Authority in accordance with the terms and conditions of this Expression of Interest. The Contracting Authority reserves the right to request additional documentation and justification for subcontracting requests and may at its discretion accept or reject such requests.

I/we shall not assign this contract or any part of the operation / delivery of service pertaining to this Expression of interest without prior written consent of the Contracting Authority. An assignment is understood to mean any agreement by which the Contractor transfers its contract or part thereof to a third party. The Contracting Authority reserves the right to request additional documentation and justification for assignment requests and may at its discretion accept or reject such requests.

I/we declare that all information and documentation submitted as part of this Expression of Interest are true and correct. The application shall be declared null if after any information provided is incorrect, falsified and not verified. The Contracting Authority reserves the right to instigate legal proceedings against the applicant in case of submission of false declarations and documentation.

I/we declare to submit the application form, checklist, list of items to be sold, price lists as well as any documentation as requested in this Expression of Interest at submission stage.

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| Applicant’s Signature: |  | Date: |

1. **CHECKLIST AND ADDITIONAL DOCUMENTATION**

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| The applicant is to tick the hereunder checklist to ensure that all requested documentation is prepared and submitted together with the application form. |
| Duly filled in and endorsed Application Form  Copy of ID Card of Applicant  Copy of ID of Collaborator(s)  VAT Certificate of Applicant  Food Server/Handling License  License to sell alcohol (if applicable)  Proposed Food Menu  Itemised Pricelist for Food  Itemised Pricelist for Beverages  Applicant’s portfolio (if applicable)  Declaration |

|  |  |  |
| --- | --- | --- |
| Applicant’s Signature: |  | Date: |