

13 October 2026

Dear Sir/Madam

Airports of Mauritius Co Ltd (AML) is inviting you to submit your bid for the Provision of Food & Beverage Services on an "As and when required basis" at the SSR International Airport, as described in this bidding document.

You are kindly requested to submit the following documents together with your bid, but not limited to:

1. Duly authorised Price Schedule
2. Detailed Menu Proposals

We commit ourselves to maintain the highest standard of integrity and ethical principles during all stages of the procurement cycle.

We thank you for your kind consideration.

Yours faithfully



Chairperson Tender Committee

Request for Quotation

Provision of Food & Beverage Services at the SSR International Airport

Procurement Reference No: RFQ/OS/AO/VB/SG/26/117 (11 NOV 26) TC

**Airports of Mauritius Co Ltd
AML Corporate Office
SSR International Airport
Plaine Magnien
Tel: 603 6000
VAT 20175768
BRN C07019799**

Email address: tendercommittee@aml.aero

A. REQUEST FOR QUOTATIONS

Provision of Food & Beverage Services at the SSR International Airport for the Training Centre, Events & Staff working during bad weather

Procurement Reference: RFQ/OS/AO/VB/SG/26/117 (11 NOV 26) TC

You are hereby invited to submit your best quotation for the services as detailed in the Schedule of Requirements. Your offer should be made on the Priced Schedule herein with any other annex you may wish to attach thereto.

Price Schedule

Item No	Brief Description	Estimated No. of Pax	Rate Excl. VAT (MUR)
Provision of Food & Beverage Services at SSR International Airport for the Training Centre, Events & Staff working during Bad Weather			
1.0	Normal Training Sessions		
1.1	Morning tea break	6 - 15	
1.2	Lunch	6 - 15	
1.3	Afternoon tea break	6 - 15	
		Total	
1.4	Morning tea break	16 - 30	
1.5	Lunch	16 - 30	
1.6	Afternoon tea break	16 - 30	
		Total	
2.0	Special Occasions, Seminars, Workshops, Emergency Exercises And Emergency Situations, other than Bad Weather		
2.1	Morning tea break	10 - 20	
2.2	Lunch	10 - 20	
2.3	Afternoon tea break	10 - 20	
		Total	
2.4	Morning tea break	21 - 30	
2.5	Lunch	21 - 30	
2.6	Afternoon tea break	21 - 30	
		Total	
3.0	AML Staff Working During Bad Weather		
3.1	Breakfast	50-100	
		101-160	
3.2	Lunch	50-100	
		101-160	
3.3	Afternoon tea break	50-100	

Item No	Brief Description	Estimated No. of Pax	Rate Excl. VAT (MUR)
		101-160	
3.4	Dinner	50-100	
		101-160	
		Total	
4.0	VIP Events and Meetings		
4.1	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	1 - 10	
4.2	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	11 - 50	
4.3	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	51 - 100	
4.4	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	101 - 200	
		Total	
5.0	Sports Activities		
5.1	Football, Volleyball, Badminton & Other Activities		
5.1.1	Breakfast		
	2 Breads with butter & Cheese or 2 veg and 2 non veg snacks plus one fruit, 1 lucozade and 1 Litre water	10 - 30	
5.1.2	Lunch Pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	10 - 30	
5.1.3	Dinner Pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	10 - 30	
		Total	
5.2	Indoor games, Omnisports & other activities		
5.2.1	Breakfast		
	2 Breads with butter & Cheese or 2 veg and 2 non veg snacks plus one fruit, 1 lucozade and 1 Litre water	30 - 115	
5.2.2	Lunch Pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	30 - 115	
5.2.3	Collation / Tea Break		
	(4 non veg and 4 units vegetarians to be served in packs (Such as Croissant/Tarte/Cakes/ Pâté Poisson/or any other proposals} plus 1 Juice (Can) or cup of Tea	30 - 115	

Item No	Brief Description	Estimated No. of Pax	Rate Excl. VAT (MUR)
5.2.4	Dinner pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	30 - 115	

Optional – Improved Menu for VVIP Events and Meetings

Item No	Brief Description	Estimated No. of Pax	Rate (MUR)	Details of Proposed Menu
6.0	Breakfast (Bidder to propose)			
6.1		1 – 10		
6.2		11 – 50		
6.3		51 – 100		
6.4		101 – 200		
	Lunch (Bidder to propose)			
6.5		1 – 10		
6.6		11 – 50		
6.7		51 – 100		
6.8		101 – 200		
	Tea Break (Bidder to propose)			
6.9		1 – 10		

Transportation Cost from Bidder's Premises

SN	Delivery Place	Total Transportation Cost per trip Excl.VAT (MUR)
1	Sparc. - Cascavelle	
2	Quatre Bornes	
3	Beau Bassin	
4	Gymkhana - Vacoas	
5	Terre Rouge	

Optional Requirement

Delivery to Places not mentioned above	Price Excluding VAT (MUR)
Price per Kilometer	

I/We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of fraud and corruption during our participation in the bidding process and we commit ourselves to observe the same principles if the contract is awarded to me/us and during its execution. We understand that transgression of the above is a serious offence and appropriate actions will be taken against me/us.

I/We agree to execute the services mentioned above and more fully described hereunder at price(s) quoted by me/us subject to Terms and Conditions herein.

Priced Schedule Authorised by:

Name:		Signature:	
Position:		Date:	
VAT Number		BRN number	
NAME OF COMPANY			

B. SCOPE & REQUIREMENT OF THE CATERING SERVICES

1.0 Normal Training Sessions

No.	Description & Details of Catering Services		Estimated No. of Pax
1	Morning Tea Break	Tea, Coffee, Juice, 2 veg and 3 non-veg light snacks	6 - 30
2	Lunch	Veg and non veg open buffet type as main course (minimum of 2 veg and 2 non-veg and starter) + Green Salad and dessert	6 - 30
3	Afternoon tea break	Tea, Coffee, Juice, 2 veg and 3 non-veg light snacks	6 - 30

Note: If the number of participants is **equal to or less than 5**, break items and lunch shall be packed without compromising on quality and quantity. The tea breaks and lunch meals may also be ordered separately.

2.0 Special Occasions, Seminars and Workshops

No.	Description & Details of Catering Services		Estimated No. of Pax	Remarks
1	Morning Tea Break	Tea, Coffee, Juice, 2 veg and 3 non-veg light snacks	10 - 30	To include different categories of snacks as compared to normal training sessions
2	Lunch / Finger Lunch	Veg and non veg open buffet type as main course + Green Salad and Dessert	10 - 30	To include upgraded menu compared to normal training sessions
3	Afternoon tea break	Tea, Coffee, Juice, 2 veg and 3 non-veg light snacks	10 - 30	To include different categories of snacks as compared to normal training sessions

Note: Menu shall be sent to the training administrator / event coordinator 3 days prior to the event for selection and planning purposes.

3.0 AML Staff working during Declared Bad Weather Situation

No.	Description & Details of Catering Services		Estimated No. of Pax	Remarks
1	Breakfast	1 Tea or 1 Coffee or 1 Juice + 1 veg or non-veg sandwich + 1 Yoghurt or 1 Fruit	50 - 100	
			101 - 160	
2	Lunch	1 Veg or non veg packed Lunch / 1 Soft drink 500ml or 1 Water 500ml + 1 Desert	50 - 100	
			101 - 160	
3	Afternoon tea break	1 Tea or 1 Coffee or 1 Juice / 1 veg or 1 non-veg sandwich	50 - 100	
			101 - 160	
4	Dinner	1 Veg or non veg packed Dinner + 1 Soft drink 500ml or 1 Water 500ml + 1 Desert	50 - 100	
			101 - 160	

Note: The Menu served during Lunch and Dinner should be varied.

4.0 VIP Events and Meetings

No.	Description & Details of Catering Services		Estimated No. of Pax	Remarks
1	Base Offer 1	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	1 - 10	Offer shall include the provision of plates, glasses, cups and cutlery (non-disposable type) as may be required for the event
2	Base Offer 2	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	11 - 50	Offer shall include the provision of plates, glasses, cups and cutlery (non-disposable type) as may be required for the event
3	Base Offer 3	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	51 - 100	Offer shall include the provision of plates, glasses, cups and cutlery (non-disposable type) as may be required for the event
4	Base Offer 4	Tea, Coffee, Juice, 2 veg and 4 non-veg light snacks	101 - 200	Offer shall include the provision of plates, glasses, cups and cutlery (non-disposable type) as may be required for the event

5.0 Sports Activities

No.	Description & Details of Catering Services	Estimated No. of Pax	Remarks
5.1	Football, Volleyball, Badminton & other activities		
5.1.1	Breakfast		
	2 Breads with butter & Cheese or 2 veg and 2 non veg snacks plus one fruit, 1 lucozade and 1 Litre water	10 - 30	
5.1.2	Lunch Pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	10 - 30	
5.1.3	Dinner pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	10 - 30	
Transport cost - delivery at Gymkhana, Vacoas / Sparc Cascavelle, Terre Rouge, Beau Bassin & among others			
The provision of breakfast and lunch shall be carried out at appropriately scheduled time intervals so as to maintain freshness, quality and compliance with service standards.			
5.2	Indoor games, Omnisports & other activities		
5.2.1	Breakfast		
	2 Breads with butter & Cheese or 2 veg and 2 non veg snacks plus one fruit, 1 lucozade and 1 Litre water	30 - 115	
5.2.2	Lunch Pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	30 - 115	
5.2.3	Collation / Tea Break		
	(4 non veg and 4 units vegetarians to be served in packs {Such as Croissant/Tarte/Cakes/ Pâté Poisson/or any other proposals} plus 1 Juice (Can) or cup of Tea	30 - 115	
5.2.4	Dinner Pack		
	2 pain fourré (Non veg - Fish/Chicken and Veg) & 1 litre Water	30 - 115	
Transport cost - Sparc Cascavelle, Quatre Bornes, Beau Bassin & among others			
The provision of breakfast and lunch shall be carried out at appropriately scheduled time intervals so as to maintain freshness, quality and compliance with service standards.			

6. General Requirements

No.	Item	Requirements
1	Date and Time	Shall be confirmed prior to event
2	Food Menu	Menu to include the following: 1) Non-Veg (salty) 2) Veg (salty) 3) Sweets / desserts 4) Salads Food should be served hot as far as possible and display should be ready 15 minutes prior to an event/training. The food served should be Halal. Each food item should be labelled accordingly, in English / French language. List of Menu for each event should be provided with a detailed description of food items to be served separately for each event.
3	Drinks	Hot and Cold Drinks to include the following: 1) Tea / Coffee (Black / White/ Espresso/ Cappuccino), any other proposals 2) Soft Drink 3) Fruit Juice Water (Plain / Sparkling)
4	Venue	AML Aviation Training Centre, AML Corporate Office, State Lounge, AML Receptorium and at any required location within the Airport premises
5	Logistics	Offer to include the following: 1) plates, glasses, cups, paper napkins and cutleries (non-disposable type) as may be required for the event. 2) Disposable cups 3) To provide display materials for food items including materials for setup such as tables cloth and decorations. To provide tables and chairs as and when required.
6	F&B Serving Personnel	To provide appropriate number F&B Serving Personnel based on the number of participants.
7	Access Permits	To provide a list of personnel and vehicle (if any) 48 hours prior to any confirmed event.

C. INSTRUCTIONS TO BIDDERS

1. Submission of Quotation

- 1.1 Quotations comprising the Price Schedule must be submitted, as stated in the RFQ: by hand in sealed envelopes marked in the lower left hand corner of the envelope **"Provision of Food & Beverage Services at the SSR International Airport for the Training Centre, Events & Staff working during bad weather - RFQ/OS/AO/VB/SG/26/117 (11 NOV 26) TC"** to the Chairperson Tender Committee and deposited in the Tender Box at the AML Corporate Office, SSR International Airport, Plaine Magnien.
- 1.2 All sections of the RFQ shall be filled; where a section is not applicable, the letters N/A shall mean NOT Applicable and the letters N/Q shall mean No Quote.
- 1.3 Request for Clarification should be addressed to the Chairperson Tender Committee at the following Email address: tendercommittee@aml.aero. AML shall respond in writing to any request for clarification(s), provided that such request is received at latest, 7 days prior to deadline for submission of bids.
- 1.4 Bids shall be submitted by Hand, Courier or Registered Post. Bid may be sent by post but onus remains on the Bidder to ensure that the bid reaches the Chairperson Tender Committee as stated above.
- 1.5 Closing date and time for submission shall be **Wednesday 11 November 2026 by 13h00 at latest. Bid(s) received after prescribed date and time shall not be accepted.**

Bidders are informed that, in case the deadline to submit bids is a non-working day, tacitly, the next working day shall be the Closing Date and at the same time.

2. Evaluation and Selection

Selection shall be based on the lowest price offered, subject to compliance with scope of service, specifications, performance standards and duration of service period in accordance with the Terms and Conditions.

Note: Bidders are requested to quote for all items. Bidders not submitting quote for one or more items may be disqualified.

AML reserves the right to require the Preferred Bidder to conduct a tasting session at the AML Corporate Office for the purpose of assessing the quality and suitability of the proposed food prior to the award of the contract.

3. Quotation Validity Period

The quotation should be valid for a period of **120 calendar days** after the submission deadline.

4. Qualification Criteria

- have a valid HACCP certification from the Mauritius Standard Bureau or a any recognized/registered Institution (copy to be submitted).
- Bidder should be experienced in provision of Food and Beverage and involved in the Food and/or Hotel Industries.
- The Bidder should also possess all the necessary Resources, Technical know-how, Capabilities, Capacities and Permits from Relevant Authorities, to provide such services.
- Efficiency, promptness, cleanliness, quality of food, quality of service, good behaviour and politeness shall be the essence of the contract.
- The bidder shall provide testimonial(s) from customers as evidence of satisfactory performance.
- have at least ONE (1) year's experience in operating and providing catering services as mentioned herein.

5. Eligibility Criteria

To be eligible to participate in this bid exercise, you should:

- (a) have a valid Trading License (copy to be submitted).
- (b) have Business Registration Card (copy to be submitted).
- (c) have the legal capacity to enter into a contract (statement to be submitted by bidder).
- (d) not be insolvent, in receivership, bankrupt, subject to legal proceedings for any of these circumstances or in the process of being wound up (statement from Certified Accountant to be submitted).
- (e) not have had your business activities suspended (statement to be submitted by bidder).
- (f) not have a conflict of interest in relation to this exercise (statement to be submitted by bidder).

6. Menu Proposal

Bidders shall submit detailed proposal for the following, in line with the scope of catering services:

- (i) Morning tea break
- (ii) Lunch
- (iii) Afternoon tea break
- (iv) Finger Lunch
- (v) Dinner

7. Quality of Service

AML expects the Service Provider to maintain high level of service during the execution of the contract. All shortcomings shall be communicated to the Service Provider and same should be addressed immediately.

8. Rights of Airports of Mauritius Co Ltd

Airports of Mauritius Co Ltd shall have the right to:

- (a) ask for clarifications at time of evaluating quotations;
- (b) negotiate favourable Terms & Conditions;
- (c) cancel the whole bidding exercise without incurring any liability to the bidders;
- (d) reject all quotations
- (e) award the contract to ONLY one Service Provider

Airports of Mauritius Co Ltd shall not be bound to accept the lowest or any quotation.

9. Other Requirements

Item 1 (Normal Training Sessions)

In case the number of persons is **equal to or less than 5**, services for break and lunch shall be packed without compromising on quality and quantity. The tea breaks and lunch meals may also be ordered separately.

Item 2 (Special Occasions, Seminars, Workshops, Emergency Exercises and Emergency Situations, other than Bad Weather)

Menu shall be sent to the training coordinator or event coordinator 3 days prior to the event / training for selection and planning purposes.

Item 3 (AML Staff Working During Bad Weather)

The menu served for lunch and dinner should have different combination.

The successful bidder shall have to arrange for all the crockery, cutlery, glassware, kitchen utensils, serving ware, linens, consumables etc to successfully provide the services.

Personnel of the successful bidder shall be well groomed and shall wear appropriate uniform during the execution of the contract.

10. Kick off meeting

Following the contract award, there will be a kick-off meeting with the successful bidder and the start date will be discussed and agreed upon.

Representative(s) of the Successful Bidder may, if they wish so, visit the site prior to the commencement of the catering service.

11. Contract Monitoring

AML and the Successful bidder shall have a dedicated representative to closely monitor this contract during the contract period. All events shall be communicated to the Service Provider at least ONE week before the event date. For exceptional events, it may be less than One week.

D. CONDITIONS OF CONTRACT

Any resulting Contract shall be placed by means of a Letter of Acceptance and shall be subject to the attached Conditions of Contract except as specified hereunder.

1. Site

The services shall mainly be provided at the Training Centre but may, as required, be carried out at any other site within the Airport Area of Sir Seewoosagur Ramgoolam International Airport.

2. Services

The services consist of Provision of Food & Beverage Services at the SSR International Airport for the Training Centre, Events & Staff working during bad weather.

3. Contract Award

Contract shall be awarded to the lowest responsive bidder; subject proposal is in line with AML Scope of Catering Services, Requirements and Terms & Conditions.

4. Contract Period

Contract shall be for a period of ONE year and may be renewed for two periods of one year each subject to satisfactory performance and agreement of both parties.

5. Liquidated Damages

The successful bidder shall have to complete the whole service as agreed and proposed. AML is expecting, high standard and high quality of services and hygiene for such events. Thus, the Service Provider is expected to serve with utmost care and diligence.

The penalty for non-performance shall be 100% of the bid price (including VAT), for each and every event unattended.

AML may terminate the contract if such situation occurs for more than FIVE times during contract period (one year).

6. Cancellation of Events

AML may cancel any event due to specific reasons and inform the Service Provider accordingly. Such communication shall be in writing and submitted at least ONE Day before the event date.

The Service Provider shall acknowledge receipt of the communication and confirm agreement to it. No claim shall be acceded by AML for such occurrence.

7. Prices

Prices quoted shall be firm and fixed during validity period of quotation and for execution of contract.

The prices quoted shall include all expenses related to the catering services such as Transportation, Provision of tables, Decoration of the tables, Kitchen utensils, Tissue papers, Glasses, Plates, Spoons, Forks, use of special items, etc.

Any expense not mentioned herein but which need to be incurred to fulfill the contractual obligations, shall be deemed to be included.

8. Payment

Airports of Mauritius Co Ltd undertakes to effect payment within 30 days from receipt of invoice after supply of the service items to its satisfaction and subject to the Successful Bidder submitting all required documents. Final payment shall be adjusted to reflect any non-compliance in the execution of the Contract.

However, in case the number of participants shall be less than the minimum mentioned in the Schedule of Requirement and Scope of Catering Services, the minimum number of participant shall be considered for payment purposes.

Advance payment shall not be applicable for this procurement exercise.

9. Termination

Airports of Mauritius Co Ltd may terminate the Contract, by not less than thirty (30) days' written notice of termination to the Successful Bidder, if the Successful Bidder does not remedy a failure in the performance of its obligations under the Contract, the Successful Bidder becomes insolvent or bankrupt or the Successful Bidder is unable to perform a material portion of the service(s) on two occasions, as the result of Force Majeure.

10. Assignment

The Successful Bidder shall not assign, transfer, pledge or make other disposition of this Contract or any part thereof, or any of the Successful Bidder's rights, claims or obligations under this Contract except with the prior written consent of Airports of Mauritius Co Ltd.

11. Settlement of Disputes

The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to this contract or the breach, termination or invalidity thereof.

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