



## **PURPOSE OF THE REQUEST FOR PROPOSAL**

The Mecca Center (TMC) desires quality food, catering, and banquet services on TMC premises at 16W560 91<sup>st</sup> Street in Willowbrook. This proposal shall be for food services which will include preparation of multi-ethnic food and other such items of food and beverage required by TMC. TMC is seeking proposals from qualified food/catering service vendors who will provide such services to TMC community.

## **EVALUATION CRITERIA**

The successful Vendor shall be contracted to perform the Work based on its proposal's attention to the following, but not limited to, criteria:

- Vendor's qualification and experience
- References
- Quality and variety of proposed menu
- Offeror's management, staffing, financial stability, and financial terms
- Hours of operation
- Culinary education and credentials of proposed management and staff
- Past experience in the food service industry and years of satisfactory service

## **TERM OF CONTRACT**

The proposed contract will be three (3) years. Either party may, at any time, terminate the agreement on 60 days prior written notice.

If, at any time, the selected food service provider is deemed to be unsatisfactory for reasons of non-performance, TMC shall have the right to terminate the existing contract immediately with no additional costs to TMC. Having exercised this right, TMC may then commence negotiations with a new provider.

## **DUE DATE**

All proposals are due by 4:30 PM on Wednesday, October 19, 2022.

TMC reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Vendor,
- Accept other than the lowest priced offer, and
- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.





## **DELIVERABLES**

The successful Vendor will be responsible for providing and serving a wholesome, high-quality food, catering, and banquet services for the TMC community.

## **TECHNICAL CONTACT**

Any questions concerning technical specifications requirements shall be directed to:

**Name** Anas Riyal

**Email** [anas@meccacenter.org](mailto:anas@meccacenter.org)

