

## **Expressions of Interest: A Pop-Up Exhibition Café at Two Temple Place**

### **Two Temple Place**

Since 2011, as part of registered charity the Bulldog Trust, Two Temple Place has used the eccentric platform of our unique and Grade II listed central London home to showcase some of the UK's most important regional collections. We do this in free public exhibitions that have a clear and inspiring narrative and a rigorous social purpose through their themes and public programmes, and that explore themes as yet untouched by other exhibitions.

Our aims are:

- to showcase and share the best museum and gallery collections around the UK;
- to support excellence by giving 'gear change' opportunities to early career curators or researchers who might not otherwise have the chance, through a high profile show under 2tp's guidance;
- to give the public free access to explore and be inspired by fascinating artworks in our quirky and curious house, and also wherever possible beyond our walls on tour or through other collaborations.

### **Our 2024 Exhibition**

Our next exhibition uses as its starting point the medium of glass. It will explore the incredible versatility of glass, tracing its use in Britain from historic 19th century objects to work made today. Contemporary artworks will give audiences a sense of how glass artists now are reworking traditions and challenging assumptions.

The exhibition will run for 12 weeks, January – April 2024, open Tuesday – Sunday.

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## **A Pop-Up Exhibition Café at Two Temple Place**

Prior to the pandemic, our exhibition café comprised a high quality offer of tea, coffee, cakes, light lunches including freshly made sandwiches and salads, alcoholic beverages.

As a Grade II listed building, with licences for public entertainment, events and alcohol, all our suppliers must be approved, and required to work within our historic building, including being mindful of conservation and the building's age.

- The café occupies around 45-50m<sup>2</sup> in two rooms and small open terraced area outside with capacity of 18-20. We anticipate trading hours to be from 11.30am-4.00pm.
- The exhibition will run 27 January – 21 April 2024 with café installation w/c 15 January.

- Approximate exhibition footfall over 12 weeks (Tuesday-Sunday, opening 11-6pm or 4.30pm on Sunday) = 62 days public opening, c 30,000 visitors (subject .

2tp has invested in the following facilities:

- Dedicated café room with serving counter;
- Basement catering kitchen for prep and washing up including ovens, sinks, fridges and dishwasher;
- Chairs & tables including those for outdoor space;
- Deep clean & weekly clean;
- Licence to serve alcohol.

## What We Expect

We are open to suggestion, but broadly anticipate an offer of good quality tea and coffee, cakes & light snacks, and soft drinks, wine and beer.

The café provider will deliver impeccable and friendly customer service and hygiene standards, and work with the 2tp team to be a living part of the visitor experience. You will have an understanding of catering provision, models and profit margins in central London. We require an overview/in principle agreement of menu choices and an outline of your staffing model & management. You will share our ethical, diversity and environmental sustainability aims including recycling and responsible sourcing of produce. Staff must be fully trained and presentable and remunerated at or above the London Living Wage.

## Financial Model

We are open to discussion of the financial model but we anticipate open disclosure of sales and net profit by week and a weekly rental to 2tp. We will work with you to develop the staffing and operational model.

## Assessment of Tenders: Timeline

We anticipate site visits and meeting shortlisted suppliers in summer '23.

## Notes

- We require all suppliers to pay staff at or above the London Living Wage.
- Staff will be required to have enhanced DBS checks in the event that they become keyholders.
- The café provider will be required to keep a record of all and any complaints and action taken to remedy them; these may be made available to 2tp on request.

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## How to apply:

- Please email a short proposal outlining your previous experience, offer, staffing and operating model, and any key risks or queries.
- You are welcome to contact us to set up an initial chat with Director Anneliese Davidsen.