Okinawa Institute of Science and Technology Graduate University
Restaurant Subcontracting Proposal Competition
Specification

Purpose:
This Proposal Competition process will be carried out for the purpose of providing food and beverage services to school staff and students as well as general users of the Restaurant which is located in the Center Building level B floor space owned by the Okinawa Institute of Science and Technology Graduate University (hereinafter referred to as "University"). The Restaurant also serves as a place for interaction with visitors from within and outside Japan.

1. Subject: Okinawa Institute of Science and Technology Graduate University
"Restaurant Subcontracting Proposal Competition"

2. General Information:

（1）Name of the Facility: Restaurant on Level B floor, Center Building
Okinawa Institute of Science and Technology Graduate University

Location	1919-1, Tancha, Onna-son, Kunigami-gun, Okinawa
Building	Center Building, Level B
Area	Hall: 401.39㎡, Private Room: 43.07㎡ Kitchen and Backyard: 313.99㎡
Capacity	120-130 seats Private Room with movable partition wall: 8-16 seats
Users/a day	Weekday: 250 people (average in FY 2018) Weekend: 55 people (average Jan – Jun 2019)

（2）Facility: Basic kitchen equipment and furniture has been installed by the University.
Please see the attached "Restaurant Floor Plan" and "Kitchen Facility"

（3）Population (As of May 2019):

University employees	914 people
Students	167 people
Visitors *1	90 people (Daily average)
Foreigners *2	University employees: 38% Students: 87%

*1: Visitors include visitors to OIST who have free access to the restaurant and OIST family members living on campus.
*2: More than 45 nationalities are represented at University.（as of May 2019）

（4）Others: During lunchtime (from 11:30), bento vendors sell bento boxes outside by the Café on level C. An average of 3 vendors come on daily basis, and they sell approx. 150 bentos all together.
During the afternoon (from 15:00), one vendor sells bread & sweets each day.

2. Operating Conditions:

(1) Contract Period: from the date of the agreed contract to March 31, 2023
The contract may be extended until March 31, 2025 on the basis of satisfactory services, to be mutually agreed by the person/organization with whom University choose to contract

(hereafter referred to as “Provider”) and the University. In the event of unsatisfactory service that is considered to have un-favorable effects on University operation, the University has the right to terminate the contract.

(2) Expected Hours of Operation：

The restaurant is expected to provide a lunch and dinner services on weekdays and weekends, except Public holidays, Golden Week and New Year. The exact hours of operation may be negotiable. Lunch service should be available between 11:30-14:00. Dinner service should be available between 18:00-20:00.

*The restaurant serves as a meeting and resting space for students, faculty and administrative staff. It is also used as a venue for internal/external events during operating hours.

(3) Responsibilities:

The Provider shall provide safe, healthy and nutritionally well-balanced food that is attractive to University students, researchers and administrative staff. The Provider is asked to prepare a proposal by taking the following points into consideration.

- Provide both a lunch and dinner service. For dinner, the Provider may ask the users to make a reservation so that the number of meals required is known. The nature of the service should be outlined in the proposal.
- Provide a menu that takes account of Japanese and multinational food preferences.
- Include vegetarian or vegan menu options.
- Promote local production for local consumption as much as possible.
- Provide both eat-in and take-out options.
- Prices should reflect quality food at reasonable cost.（Currently, ¥500～¥800）
- Menus must be available both in Japanese and English.
- Ingredients and allergy information should be detailed in an easy-to-read format.
- Provide catering services for internal events, e.g. Workshop etc. (the University will consult with the Provider in advance for the schedule and the volume).
- Adopt sustainable service processes and procedures as much as possible, for example, reduce/abolish use of plastics when serving. (e.g. no plastic straws, use of paper rather than plastic bags, use of washable chopsticks, etc.)
- Be sure to allocate sufficient staff to provide efficient services.
- Have a minimum of one person who has sufficient English conversation skills on the counter that will allow them to take orders in English.
- Provide various payment methods/options, in cash and by Rakuten Edy by using the ticketing machine provided by the University.
- Make payment by invoice in case of handling catering services for the University.

(4) Leasing System：

The Provider will pay the University a monthly rental fee for the use of the restaurant space and kitchen. The rental fee will be based on restaurant sales but will not exceed 5% of gross monthly sales. Utility costs will be the responsibility of the Provider.

(5) Expenses：

①Expenses the University shall meet;

a) Maintenance fee for the Kitchen equipment that the University provides.
b) Necessary Pest control expenses.（twice/year）.
c) Cleaning expenses for the floor of Restaurant public seating space.
d) Lighting expenses for Restaurant operation.
e) Expenses to deal with earthquake measures.
f) Other expenses the University deem necessary.

② Expenses the Provider shall be responsible for;

a) Monthly rental fee

b) Consumables such as plates, cutlery, trays etc.

c) Water, Gas and Electricity fees for the kitchen and the designated area

d) Waste, cleanup fee for the kitchen and the designated area

e) Raw materials, hygiene and sanitation management, sales expenses

f) Any damage to the Restaurant (Celling, Wall, Floor and Equipment provided by the University) caused by the Provider will be the responsibility of the Provider.

g) The Provider shall, in principle, use the equipment provided by the University, however if there are any other necessary equipment for the operation of the restaurant, the Provider will obtain permission from the University prior to installing said equipment. Purchase and installation costs will be met by the Provider.

h) Other expenses the Provider shall be responsible for;

Items Arranged		Provided by		Note
		University	Provider	
Kitchen	Kitchen equipment (existing)	●		
	Equipment		●	
	Tableware		●	
	Cookware		●	
	Dining hall facility	●		
Cost of cooking materials			●	
Labor cost			●	
Consumable expenses	Kitchen supplies		●	
	Office supplies		●	
	Uniforms		●	
Utility cost	Water		●	Only for the Kitchen and the designated areas. (Except the public hall)
	Electricity		●	
	Gas		●	
Maintenance expense	Maintenance inspection	●		University is responsible for University property
	Repair	●		
Cleaning expense	Daily cleaning	●	●	University is responsible for the daily cleaning of the Restaurant floor
	Regular cleaning	●		Waxing
Communication cost	Internal/External phone	●		Arranged by University
	Wi-Fi	●		
General expense	Necessary health check		●	Health check/Stool test, etc.
	Operating license		●	
Parking		●		Parking permit
2 Ticketing machines		●		Cash/Rakuten Edy
Rakuten Edy charger		●		

(6) Business License：

The Provider shall apply for the operation license (Eigyo-Kyoka-Sho) under the Food

Sanitation act. All expenses related to obtaining the license shall be borne by the Provider. The attested copy of the license shall be submitted to the University.

(7) Hygiene Management：

The Provider shall ensure it follows the hygiene and sanitation guidelines set by law.

(8) Earthquake Measures：

The Provider shall follow the earthquake measures promoted by the University.

(9) Emergency Response：

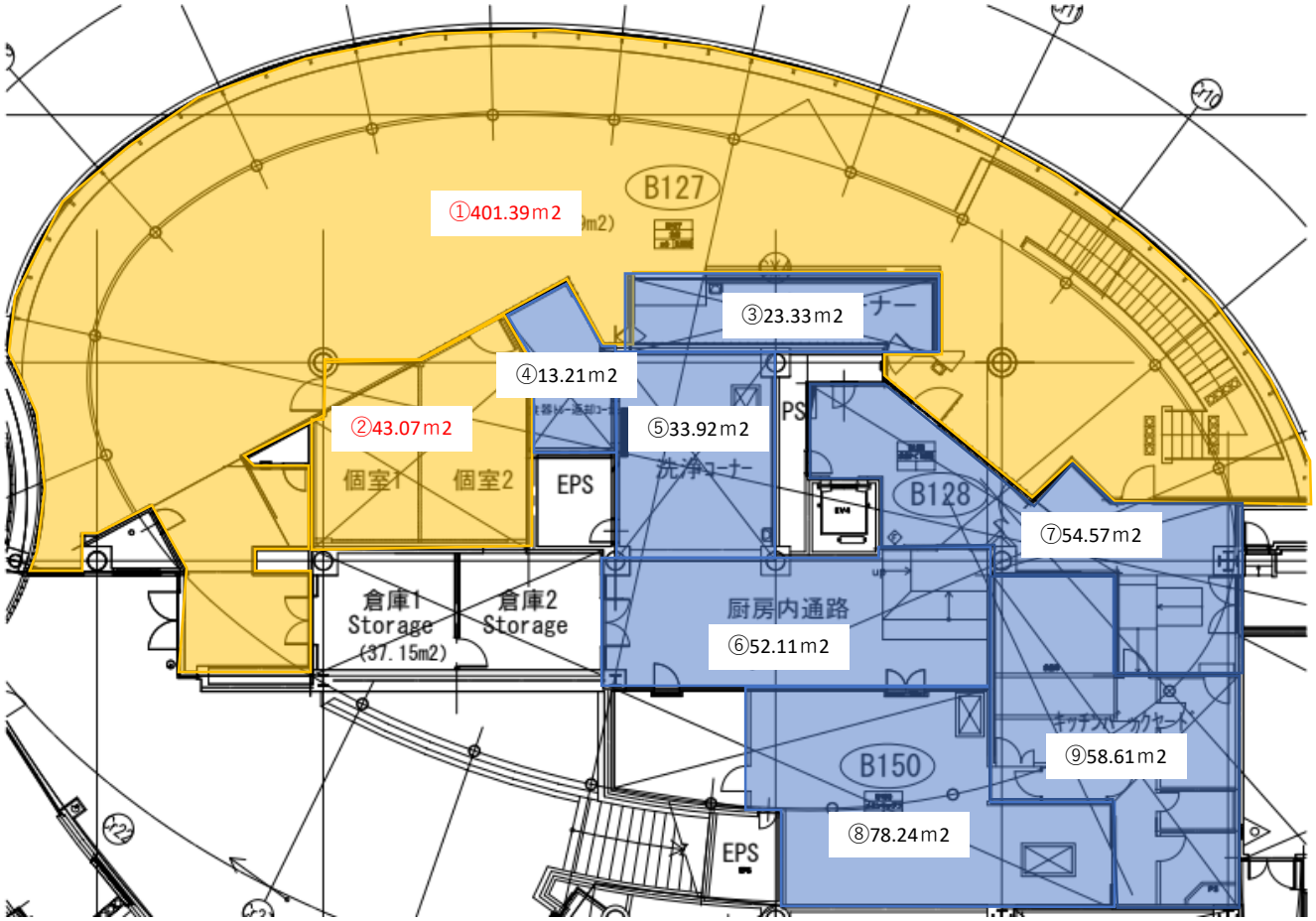
In case of a disaster or accident or when there is a risk of occurrence, or in the event of a serious situation that hinders the execution of business, the Provider shall take necessary measures immediately and report to relevant organizations and the University without delay.

(10) Performance Evaluation：

There will be a regular review of the Provider's performance. Areas of operation for improvement will be discussed with the Provider by those University Staff responsible for the Restaurant contract.

End

センター棟B階　レストラン面積

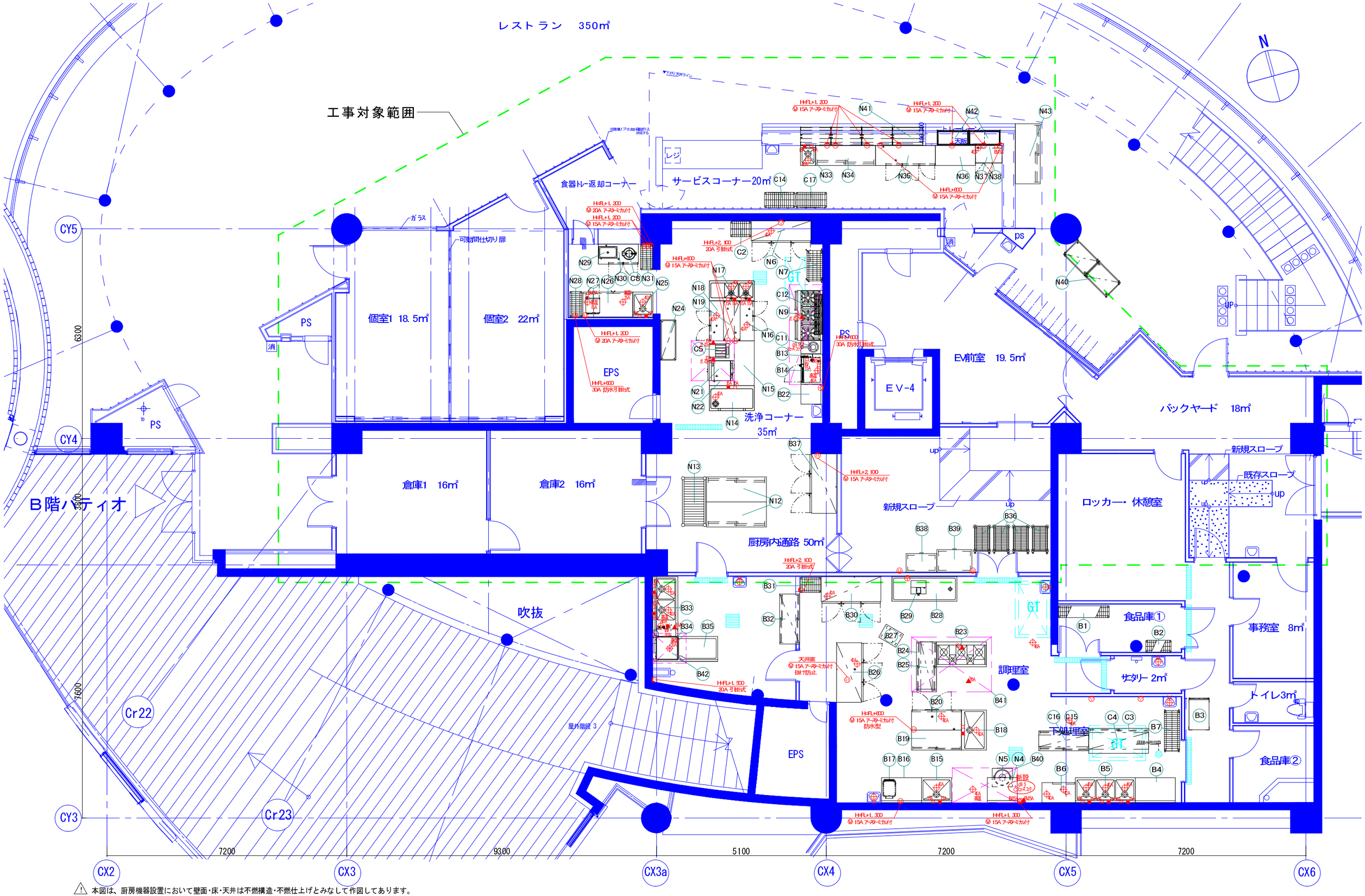


＜レストラン部分＞

①レストラン	：	401.39m2
②個室	：	43.07m2
計		444.46m2

＜バックヤード部分＞

③ｻｰﾋﾞｽｺｰﾅｰ	：	23.33m2
④食器ﾄﾚｰ返却ｺｰﾅｰ	：	13.21m2
⑤洗浄コーナー	：	33.92m2
⑥厨房内通路	：	52.11m2
⑦食堂ｻｰﾋﾞｽ通路	：	54.57m2
⑧メインキッチン	：	78.24m2
⑨ｷｯﾁﾝﾊﾞｯｸﾔｰﾄﾞ	：	58.61m2
計		313.99m2



⚠ 本図は、厨房機器設置において壁面・床・天井は不燃構造・不燃仕上げとみなして作図してあります。

B階レストラン厨房

No.	品名	品番	寸法			台数	設置場所 B階平面図	メーカー	納入年度	年式
			W	D	H					
1	ステンレスシェルフ（４段）	SAS1520-15	1522	356	1590	1	B1	マルゼン	2012	2012
2	ステンレスシェルフ（４段）	SAS910-15	912	356	1590	1	B2	マルゼン	2012	2012
3	L型運搬車	アングル	900	600	825	1	B3	日本調理機	2012	2012
4	作業台	NT-126	1200	600	850	1	B4	日本調理機	2012	2012
5	三槽シンク	NS3-187B	1800	750	800	1	B5	日本調理機	2012	2012
6	キューブアイスメーカー	IM-75TM	1004	600	800	1	B6	ホシザキ	2012	2012
7	一槽シンク	NS1-97B	900	750	800	1	B15	日本調理機	2012	2012
8	作業台	NT-127B	1200	750	800	1	B16	日本調理機	2012	2012
9	卓上型真空包装機	V-380G	413	565	377	1	B17	東静電気	2012	2012
10	一槽シンク	NS1-127	1200	750	800	1	B18	日本調理機	2012	2012
11	調理台（引戸付）	HTC-156	1500	600	800	1	B19	日本調理機	2012	2012
12	冷蔵コールドテーブル	RT-150SNF-ML	1500	600	800	1	B20	ホシザキ	2012	2012
13	作業台	NT-66	600	600	800	1	B22	日本調理機	2012	2012
14	ガスレンジ	RGR-1575B	1500	750	800	1	B23	マルゼン	2012	2012
15	調理台（引戸付・両面式）	HTC-156W	1500	600	800	2	B24	日本調理機	2012	2012
16	上棚	1535-1	1500	350	600	2	B25	日本調理機	2012	2012
17	冷蔵庫	HR-180Z	1800	800	1890	1	B26	ホシザキ	2012	2012
18	調味料台		600	450	800	1	B27	日本調理機	2012	2012
19	水切り台		1950	850	850	1	B28	日本調理機	2012	2012
20	冷凍庫	HF-180Z3	1800	800	1890	1	B30	ホシザキ	2012	2012
21	シェルフ（４段）	MS610-15	607	456	1590	1	B31	マルゼン	2012	2012
22	戸棚（両面式）	HC-156	1500	600	1800	1	B32	日本調理機	2012	2012
23	ソイルドテーブル		1800	750	850	1	B33	日本調理機	2012	2012
24	ドア型食器洗浄機	ND-8TG	940	750	1515	1	B34	日本調理機	2012	2012
25	クリーンテーブル		1200	750	850	1	B35	日本調理機	2012	2012
26	カート	NBKA	764	456	1075	4	B36	マルゼン	2012	2012
27	フード	SUS304	1950	1050	550	1	B40	製作物	2012	2012
28	フード	SUS304	2400	1650	550	1	B41	製作物	2012	2012
29	フード	SUS304	1000	900	400	1	B42	製作物	2012	2012
30	調理台（引戸付）	HTC-187	1800	750	800	1	C3	日本調理機	2012	2012
31	上棚		1800	500	800	1	C4	日本調理機	2012	2012
32	ガス自動フライヤー	MGF-18J	430	600	800	1	C5	マルゼン	2012	2012
33	業務用炊飯ジャー	JNO-A360	360	426	383	1	C8	タイガー	2012	2012
34	ガスレンジ	RGR-1575B	1500	750	800	1	C12	マルゼン	2012	2012
35	炊飯台車付ワークテーブル		750	750	800	1	N4	日本調理機	2017	2018
36	低輻射ガス炊飯器	RR-50S2	543	506	442	1	N5	リンナイ	2017	2018
37	冷凍庫	HF-180LZT3	1800	650	1890	1	N6	ホシザキ	2017	2018
38	ミニカート	NMCC-S	910	460	815	1	N7	エレクター	2017	2018
39	パイプ棚	BPS25-12	1200	250	1段	1	N9	日本調理機	2017	2018
40	引戸付調理台	BH-187N	1800	750	800	2	N12	日本調理機	2017	2018
41	パンラック	BPR-157	1500	750	1800	1	N13	日本調理機	2017	2018
42	舟形シンク		1350	750	800	1	N14	日本調理機	2017	2018
43	作業台		1350	600	800	1	N15	日本調理機	2017	2018
44	冷凍冷蔵コールドテーブル	RFT-120SNF-E	1200	600	800	1	N16	ホシザキ	2017	2018
45	水切付２槽シンク		1350	600	800	1	N17	日本調理機	2017	2018
46	冷凍冷蔵コールドテーブル	RFT-120SDF-E	1200	750	800	1	N18	ホシザキ	2017	2018
47	オーバーシュエルフ	SPT-50-12M	1200	500	764	1	N19	日本調理機	2017	2018
48	フライトップレンジ	RFT-067T	600	750	250	1	N20	マルゼン	2017	2018
49	架台		750	750	550	1	N21	日本調理機	2017	2018
50	ソリッドシェルフ	SM1220・PH1900-4	1220	459	1895	1	N24	マルゼン	2017	2018
51	一槽シンク	NS1-76B	600	750	800	1	N25	日本調理機	2017	2018
52	テーブル型湿温蔵庫	MEHX-T157	1500	750	800	1	N26	マルゼン	2017	2018
53	電子レンジ	NE-710GP	510	360	306	1	N27	パナソニック	2017	2018
54	シェルフ	NSM760・PH1900-4	764	356	1895	1	N28	マルゼン	2017	2018
55	電気卓上ウォーマー	MEW-550B	550	350	260	1	N29	マルゼン	2017	2018
56	冷蔵コールドテーブル　※強制蒸発皿仕様	RT-120SNF-E	1200	600	800	1	N30	ホシザキ	2017	2018
57	シェルフ	NSM760・PH1900-4	764	356	1895	1	N31	マルゼン	2017	2018
58	一槽シンク	NS1-46B	450	600	800	1	N32	日本調理機	2017	2018
59	引戸付調理台	BH-186	1800	600	800	1	N33	日本調理機	2017	2018
60	冷蔵コールドテーブル　※強制蒸発皿仕様	RT-180MNF	1800	600	800	1	N34	ホシザキ	2017	2018
61	作業台		1200	600	800	1	N35	日本調理機	2017	2018
62	製氷機	IM-65TM-1	804	525	800	1	N36	ホシザキ	2017	2018
63	置台		800	450	300	1	N37	日本調理機	2017	2018
64	移動式ソリッドシェルフ	ASCH6-SL910B	915	613	1527	2	N40	マルゼン	2017	2018
65	ビュッフェウォーマー	OS-P90GS	908	551	531	3	N41	タイジ	2017	2018
66	クールプレート	CP-940（IB）	940	440	122	2	N42	タイジ	2017	2018
67	引戸付調理台		1800	750	850	1	N43	日本調理機	2017	2018