



## **CHIJ ST. THERESA'S CONVENT**

160 Lower Delta Road Singapore 099138

Telephone: 6477 5777 \* Fax: 6477 5700 \* Email: [chijstcs@moe.edu.sg](mailto:chijstcs@moe.edu.sg)

### **APPLICATION TO OPERATE A CANTEEN STALL AT CHIJ ST. THERESA'S CONVENT**

#### **Type of Stall**

Cold Drinks & Fruits

#### **Period of Agreement**

1 January 2024 to 31 December 2024

#### **Canteen Operating Hours**

Mondays to Fridays from 7.00 a.m. to 5.00 p.m. during the school term. The stallholder may be required to operate on other days/time upon request by the school.

#### **No. of Students**

Estimated 1,040 (all girls, single-session secondary school)

#### **No. of Staff**

Estimated 100

#### **Closing Date of Application**

15 November 2023

#### **Enquiries**

Please contact Ms Tang Mun Wah, Administration Manager, at 64775777.

#### **Important Notes**

1. Interested applicant may obtain the application form from the school's General Office. The form can also be downloaded from the MOE website as follows:-  
<https://schadmsvc.moe.gov.sg/moescas/>
2. Please forward the completed application form together with the required documents to the school by the closing date. **Late application may not be considered.**
3. Shortlisted applicants will be invited to attend an interview and food tasting session (at own expense).

#### **Applicants must meet the following criteria**

1. Must be a Singapore Citizen or Permanent Resident.
2. Able to provide good service and quality food at reasonable prices and observe a high standard of food and personal hygiene that meets NEA requirements.
3. Able to prepare a variety of food and drinks that meet the health/nutritional standards set by the Health Promotion Board's Healthy Meals in School Programme.
4. Have relevant experience in a school canteen or with catering experience will be preferred.
5. Must be in personal attendance at the stall during operating hours.
6. Must attend and pass the Basic Food Hygiene, if successful.

#### **Required Documents for Submission**

1. List of proposed food items and their prices
2. Photocopy of NRIC
3. Photocopy of certificates of relevant courses attended such as Basic Food Hygiene Course and previous NEA licenses etc.