

Invitation to submit expression of interest to provide an onsite canteen service at Makybe Rise Primary School

Makybe Rise Primary School is seeking expressions of interest for the operation of a canteen service from the school site, commencing 7 September 2025.

Parent and community feedback indicates that the onsite canteen service is a highly valued service provided to the school community.

Under the current arrangement, the canteen operates a recess (morning tea) and lunch service five days per week. The successful operator will need to adhere to the Department of Education [Appendix B: Healthy Food and Drink](#)

Enrolments

The expected enrolment numbers for 2025 are 800 students. This number may fluctuate up or down slightly throughout the year and into the following couple of years but not change dramatically.

Premises

A purpose-built canteen will be available for use including multiple bench tops for food preparation, a cool room/refrigerator, oven and cooktop, storeroom/pantry, sinks and office space will also be made available for administrative tasks.

The successful provider will be required to contact City of Rockingham Health Services to discuss the proposed use of the school's canteen facility and establish the required Food Premises Risk Rating.

Licence Agreement

The successful provider will be required to sign a 5-year licence agreement with the Department of Education. The licence agreement will include an agreed annual licence fee which is fixed for 12 months and then subject to review.

Process

This process is open to all interested providers. Open expressions of interest are invited in the form of a written statement and should address the following:

- Sample food menus and pricing;
- Proposed hours of operation;
- Annual Licence fee to be paid to the school;
- Staffing ratios and arrangements;
- Complaints policy and procedures;
- Demonstration of previous/current service delivery in similar settings;
- Commitment to sustainable practices; and
- Any other information you wish to provide to support your EOI

After the closing date, all expressions of interest will be considered by the principal, and the Makybe Rise PS Canteen sub-committee. From the expressions of interest, up to three providers may be requested to make a formal presentation to Makybe Rise PS. The MRPS Canteen sub-committee will make the final recommendation on the selection of the provider. It is anticipated that this process will be completed by Friday 9 August 2025.

Next step

Expressions of interest must be submitted in writing, either by post or email using the contact details below, no later than 15:00pm on **Friday 1 August 2025**.

PRIVATE AND CONFIDENTIAL

Cherie Clements
Manager Corporate Services
Makybe Rise Primary School
67 Makybe Drive
BALDIVIS WA 6171
Or
Makyberise.ps@education.wa.edu.au

Respondents should include the following detail with their submission:

(a) Name of Legal Entity:	
(b) ACN (if a company):	
(c) Registered address of Company or address of principal place of business:	
(d) Business Name:	
(e) ABN:	
(f) Contact Person:	
(g) Contact Person Position Title:	
(h) Email:	
(i) Telephone:	

Expression of Interest Conditions

The “Expression of Interest Conditions” are contained in the Part A of the *Request Conditions and General Conditions of Contract* [July 2024] located at <https://www.wa.gov.au/government/publications/request-conditions-and-general-conditions-of-contract-july-2024> and contain important provisions regarding the nature of this Expression of Interest and the consequences of the Respondent submitting an Offer. The Respondent is deemed to have read and considered the Request Conditions prior to submitting an Offer.