
Questions and answers from Swedish Institute supplier meetings regarding the upcoming procurement of a Café in Paris

This document includes all questions and answers from the supplier meetings from the 5th and 12th of July 2021 regarding the upcoming public procurement of a Café in Paris. At each supplier meeting the participants were asked to submit their questions at the end of the presentation via the chat function in Zoom.

Questions from both supplier meetings

Q.1: Will the slides be shared?

A.1: Yes, you can find the presentation on si.se

Q.2: What are steps of Tender process, for example, step 1: written submission, step 2: oral submission? In other words, is it exclusively documents or are there also sessions for oral / conversation?

A.2: A tender must be submitted in writing via Merccell TendSign. Any additional information about the process and its evaluation will be provided in the tender documents. If you, once the tender documents are published, have questions regarding the procurement, you must submit them via Merccell TendSign. Merccell TendSign provides a support function which you can contact for any guidance on the platform itself.

Q.3: What are you satisfied with the current café? What would you like to be changed?

A.3: The current Café is very popular, and it is always full when it is open. We look forward to a new era with novelties that still build on tradition. During the last decade there has been a remarkable development within the Swedish creative industries, including culinary innovations, Swedish café culture with a renewal of the traditional “fika” combined with a sustainable lifestyle. We look forward to work closely with the new café when planning our seasonal cultural programs. We see this procurement process as finding new ways to cooperate.

Q.4: Is the cafe completely empty? No equipment as well as chairs and tables for outdoors and indoors?

A.4: Yes, the Café will be completely empty. You have access to water and electricity, but the interior belongs to the current supplier.

Q.5: Is there a monthly/yearly rent?

A.5: Yes, there will be rent. The exact amount and periodicity will be provided in the procurement documents.

Q.6: Will there be a possibility to change by our mean the license for example to sell alcohol?

A.6: The supplier chooses if they want to sell alcohol and is responsible to obtain the correct license for it.

Q.7: Is it possible to change the licenses, for example to get a license 4?

A.7: The supplier can decide about which license to obtain. However, it is important to bear in mind that regular cooking, as in restaurant etc, is not possible due to the historical classification of the building.

Q.8: Is there a fee to pay to the former supplier?

A.8: No there is no fee to pay to the former supplier.

Q.9: How many seats are there today?

A.9: Currently there are 35 seats inside and 44 seats at the yard.

Q.10: The fact that the space is lent out without equipment; does that also mean there is no kitchen (that the kitchen needs to be built by the supplier)?

A.10: As previously stated in the presentation it is not permitted to install a complete restaurant kitchen with adequate ventilation and a grease trap. Due to the historical classification of the building. The supplier is responsible for refurbishing/buying furniture and kitchen equipment.

Q.11: Hi everybody, just to make sure I got it all, we are going to receive a procurement document by e-mail soon to know all the details? Thank you!

A.11: No. The suppliers who attended any of the supplier meetings will receive a standardized information email once the procurement document is published. You must register on Merccell TendSign to gain access to the procurement documents and to submit your tender.

Q.12: How many persons usually work there?

A.12: Two (2) people usually work at the Café, but during weekends and high season they tend to employ more staff.

Q.13: How will you select the right person for this?

A.13: It will be announced in the procurement documents.

Q.14: Hi, has the new owner must work in white label? Does it have to stay the "café Suédois"? Even though the Swedish culture and spirit will of course remain.

A.14: Not necessarily but any additional information will be provided in the procurement documents.

Q.15: Are the outside tables belong to the supplier or to the SI?

A.15: All the interior and outdoor furniture belongs to the supplier.

Q.16: Who makes the contract award decision?

A.16: The Director General of the Swedish institute will award the contract.

Q.17: How big is the turnover per day?

A.17: We do not provide the figures, but they can be easily found at websites for such information. Any additional information will be provided in the procurement documents.

Q.18: Can we visit Café Paris?

A.18: The current "Café Suédois" is open Tuesday to Sunday to the public until the 29th of July and anyone can visit. However, SI will not have a formal meeting at the Café and will not provide any additional information for those that come visit the Café.

Q.19: Is there commission to pay to the Swedish institute?

A.19: We will provide additional information in the procurement documents.

Q.20: If we succeed to win the procurement, will the new owner have access to the actual owner's books of counts?

A.20: This is confidential information and as far as SI know the current supplier will not provide this information.

Q.22: How do the Covid restrictions look now and is it expected to still be restrictions once the new contract starts? Have you heard anything?

A.22: We cannot provide more information than what is available from the government provided information. We do not know anything about possible upcoming restrictions 2022.

Q.23: Is the current entrepreneur part of the process or are they out of the picture?

A.23: We cannot provide information about that as the process is open to anyone and the procurement process will not provide us any information about who submits a tender until the day after the date for final submission.

Q.24: How long will we have to answer the tender once it's online? And how long is the process?

A.24: In general, a public procurement process is published about 30-35 days. How long the process in total is varies from procurement to procurement but from the day you publish until a contract is signed, it takes approximately about 3-5 months.

Q.25: How many times per week/month do you organize events?

A.25: Around 90 times per year. The Swedish institute in Paris is usually closed two weeks a year.

Q.26: Is the Café also responsible for example cocktails at vernissage or other events?

A.26: We cannot provide this information until the procurement documents are published.

Q.27: Will the procurement documents be provided in Swedish or in English?

A.27: More details will be provided in the procurement documents. But the main language will be English.

Q.29: Is the next supplier meeting for us again?

A.29: The supplier meeting held on the 12th of July, will entail the exact same presentation as today's supplier meeting. You will receive the same information through the Q+A provided from both supplier meetings.

Q.30: Thank you for your presentation. Here every supplier speaks French. Even though I speak four languages I have never submitted a tender in English. The language of the actual market should be of highest matter.

A.31: The procurement documents will be provided for everyone at the same time and the main language will be English, not Swedish, nor French. Any additional information about details of the procurement document such as language will be provided in the procurement documents. SI has the right to publish a procurement in English and does not need to provide this information in French. Any supplier has the right to use a translator, at their own cost, to submit a tender in any public procurement process.

Q.31: a) How does the economy work? Does the cooperation mean that SI will have requirements on the pricing, what is sold or does the supplier get to run their own business?

b) How much is the rent?

c) Must the supplier install everything by themselves and pay for the cost?

d) Does SI provide accommodation or does the supplier have to solve it?

A.31.:

a) SI will have certain requirements that will be published in the procurement documents. But otherwise, the supplier will run their own business.

b) Rent is answered under Q.5.

c) The supplier must install and pay for everything by themselves.

d) No, SI does not provide accommodation.

A.32: Will the current supplier present any information about the Café?

A.32: No.

Q.33: Can you explain the current two Café licenses?

A.33: You find information under Q7 and Q6. Any additional Information will be provided in the procurement documents.

Q.34: Hello, thanks for the presentation. Is it possible to suggest new installation plans to optimize the space according to the technical possibilities?

A.34: Yes, you may hire an architect or optimize as you wish. Current number of possible visitors is provided under Q.9.

Q.35:

a) Hi! How about utilities such as ovens, stoves, fridges etc?

b) Has it been leased formerly?

c) For how long the contract does last?

d) How does opening hours work?

A.35:

a) See under Q.4. and Q10.

b) Yes, the Café space has been formerly leased.

c) The length of the contract will be provided in the procurement documents.

d) Opening hours are to follow the SI in Paris opening hours. Currently the institute is open Wednesday-Sunday 12.00-18.00 all year around. More details will be provided in the procurement documents.

Q.36: Do you expect a different atmosphere / concept from the existing one or a continuity?

A.36: We cannot provide more information now; information will be provided in the procurement documents. But we are open to a new atmosphere.

Q.37: Why is the current owner stopping his activity?

A.37: We cannot provide information regarding this.

Q.38: Is a complete kitchen provided?

A.38: See under Q10 and Q4.

Q.39: For how long are you thinking this license should last?

A.39: We cannot provide this information at the time, it will be presented in the procurement documents.

Q.40: Are the opening hours flexible? (especially compared to today's?) Or do they have to correspond to SI's opening hours?

A.40: See under Q.35 d)

Q.41: Is it possible to extend the current opening hours to later in the evening? Thanks!

A.41: See under Q.35 d)

Q.42: Hello, and thanks for the presentation. Please elaborate the dialogue SI and Café in terms of development of the concept Café Suédois.

A.42: The concept will be built on tradition, innovation and sustainability. We cannot provide any more information at this point. Information regarding this will be published in the procurement documents.

Q.43: Oh sorry, forgot; suppliers of commodities/food/coffee, wine...are they already "up and ready" or do one have to establish those contact from the start

A.43: The supplier must establish their own contacts.

Q.44: Tanks for the presentation, how big is the café in m2?

A.44: The Café is 66 m².

Q.45: How big is the crowd of staff for the moment?

A.45: See answer at Q12.

Q.46: Is the current owner selling her 'fond de commerce'?

A.46: No, she doesn't own it.

Q.47: Do you only see cultural exchange per se art, design architecture etc. Do you also see culinary as culture? New Nordic and such?

A.47: Yes, we see food culture as part of the cultural exchange and lifestyle.

Q.48: Förstår jag det hela rätt om jag antar att man måste ha ett franskt företag och att det inte räcker med ett svenskt AB? Do I need to register as a French company it is not enough as a Swedish AB?

A.48: No, you will have to register your activities in France as well.

Q.49: Would you have an exact date to give us for the publication on TendSign?

A.49: No, we cannot provide an exact date for the publication of the procurement documents.

Q.50: Can you share any information about how the café has been performing financially over the past few years? Thanks!

A.50: You can find information that is public about this on your own. We do not provide this information until the publication of the procurement documents.

Q.51: How has covid affected the number of visitors

A.51: Yes, it has been affected by Covid.

Q.52: När förväntas man få tillträde till lokalen, och när vill ni att den nya restauratören öppnar?

When will the new owner gain access to the Café and when do you want the new Café to open?

A.52: We cannot provide specific details but as mentioned we would like the new Café to start in the beginning of 2022.

Q.53: Behöver jag starta ett franskt företag innan jag kan delta i den offentliga upphandlingen eller kan jag använda mitt svenska företag som ”grund”. Jag menar det finns ju ingen anledning att starta ett franskt företag om jag inte kommer vidare i upphandlingen.

Do I need to start a French company just to be able to submit a tender? If I don't win the contract there is no point for me to have a French company.

A.53: We cannot provide this information at the moment, but it will be presented in the procurement documents.

Q.54: Kan man få presentationen skickad till sig?

Will you send the presentation to us?

A.54: No, we will send you the link to si.se where the presentation will be accessible.

Link to the E-tender platform:

[Merzell TendSign](#)