

**North Australian Festival of Arts
(NAFA)**

**Invitation to Tender (ITT)
Bar Operations – NAFA 2026
24th September 2026 – 11th October 2026**

Townsville, Queensland

Tender Issue Date: 13th April 2026

Tender Due Date: 29th May 2026

1. Festival Overview

NAFA is the largest regional arts festival in northern Australia, presenting a multi-week program of music, theatre, dance, visual arts and community events across Townsville. The festival attracts large local audiences and interstate visitors. In recent years, NAFA's attendance has ranged from 45,000 – 60,000 people across the city.

2. Purpose of this Tender

NAFA seeks an experienced hospitality operator to design, supply and manage bar operations during the 2026 festival. The operator must deliver professional beverage service, ensure responsible service of alcohol, comply with licensing laws and enhance the audience experience. The bar location will be at the Strand's 'Festival Hub', a fenced area containing a Spiegeltent (theatre), food trucks, performing arts and craft activities and entertainment. Pending confirmation, there may be a bar to operate in the Spiegeltent as a second venue.

The successful tenderer will be included as a Festival Partner in the program and on NAFA's website.

3. Scope of Services

- Supply, installation and operation of temporary bar facilities from **24th September 2026 – 11th October 2026, 4pm – 11pm Thursday to Sunday approx.**
- Staffing of bar operations
- Provision of bar infrastructure (refrigeration, taps, POS systems, glassware)
- Procurement and management of beverage stock
- Cash and electronic payment handling
- Responsible Service of Alcohol compliance
- Waste management and recycling

4. Licensing Requirements

Tenderers must hold a current Queensland liquor licence suitable for event bar operations and must operate under their own licence during NAFA 2026. Licensing conditions for the site can be considered and addressed upon successful tender.

5. Infrastructure and Site Requirements

- Power consumption requirements

- Water access requirements
- Security arrangements for bar operations and cash handling
- Bar infrastructure including refrigeration, taps and POS systems
- Waste management and recycling
- Bump-in and bump-out logistics

6. Commercial Model

NAFA is open to a range of commercial models;

- Minimum guaranteed payment to NAFA
- Revenue share (typically 20–30% of gross sales)
- Hybrid model combining minimum guarantee plus revenue share

7. Sponsorship Alignment

The operator must be willing to work with NAFA to accommodate festival beverage sponsorship arrangements if secured. This may include exclusive pouring rights or inclusion of specific beverage partners.

8. Artist and Crew Hospitality

Operator should provide:

- Limited complimentary drinks allocation for artists and crew
- Discounted beverage pricing for accredited personnel

9. Data Reporting Requirements

Operator must provide:

- POS daily sales reporting during the festival
- Final post-festival sales summary
- Category breakdowns if requested by NAFA

10. Tender Submission Requirements

1. Company profile and ABN
2. Relevant festival or event experience
3. Operational plan
4. Beverage offering proposal
5. Licensing and compliance capability

- 6. Financial proposal
- 7. References

Appendix A – Tender Response Form

Company Name: _____

ABN: _____

Primary Contact: _____

Phone: _____

Email: _____

Appendix B – Financial Proposal Template

Tenderers must complete the following:

1. Minimum Guarantee Payment

Minimum payment to NAFA for bar concession rights:

\$ _____

2. Revenue Share

Percentage of gross bar sales payable to NAFA:

_____ %

3. Estimated Sales

Based on your experience operating comparable events, please estimate expected gross bar revenue for NAFA.

Estimated gross bar revenue:

\$ _____

4. Beverage Pricing

Please indicate proposed average retail pricing:

Product	Price
Beer (tap/bottle/can)	
Wine (glass/bottle)	
Bubbles (glass/bottle)	
Non-alcoholic	
Cocktail (if offered)	

Appendix C – Evaluation Matrix

Criteria	Weighting
Relevant event experience	25%
Operational capability	25%
Financial return to NAFA	20%
Customer experience and beverage offering	15%
Compliance and risk management	10%
Sustainability practices	5%

Appendix D – Draft Bar Concession Agreement (Outline)

The following items will be included in a concession agreement;

- Grant of concession to operate festival bar
- Term covering festival period
- Financial arrangement (minimum guarantee / revenue share)
- Operator responsibilities
- Licensing and compliance
- Insurance requirements
- Reporting obligations
- Termination and breach provisions