

Alma

KU LEUVEN
**STUDENT
RESTAURANT**
EST. 1954

March 2024

Alma Catering

Are you organising an event at KU Leuven?
Then you can call on Alma catering, to
take care of the food and drink, taking into
account your budget and the location.



Alma Catering at all your KU Leuven events



Welcome at Alma Catering

At Alma Catering, **sustainability** is at the heart of our culinary experience. Our standard options include a balanced offering, with as many as 50% vegetarian dishes. When selecting our ingredients, we aim for local sources, carefully analysing production methods, water consumption when growing or cultivating, packaging, waste and transport. In addition, our high-quality coffee is proudly the bearer of the fair trade label.

Whether you prefer a **fully vegetarian or vegan menu**, no worries! Alma offers customised offers from breakfast to lunch or reception to suit your needs.

At Alma, we also strive to create a **diverse and inclusive work environment**. Diversity and inclusion help form the foundations of our organisation. We create a healthy and respectful work environment, where every employee, regardless of gender identity, sexual orientation, disability, generation or cultural background, feels free to be authentic at work. Our talented employees are the power behind our organisation, and it is their passion and professionalism that put a smile on the faces of our guests and customers.

Good news for all KU Leuven employees! From now on, it is possible to easily place **online orders via our webshop www.almacatering.be**. Would you like to use this convenient service? Then quickly request your account from our dedicated commercial team: catering@alma.kuleuven.be

We understand that every occasion is unique and that sometimes you may have **specific requirements** that are not reflected in the webshop. No worries! Our friendly members of the commercial team are always ready to organise **customised events** or provide you with suggestions. Your satisfaction is our focus, and we strive to meet all your culinary needs.

Discover the convenience of ordering online and the personalised service of our commercial team. Make your wishes known, and we will ensure an unforgettable experience.

Enjoy a tasty and inclusive experience with Alma Catering!

Always at your service!

The Alma team

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Alma's coffee break

Coffee break with espresso coffee and fresh tea

We will bring our espresso machine to you so you can enjoy an excellent espresso. Would you prefer a fresh tea? Our barista will take care of that too.



With this formula, we provide service every time.

- Set-up and service 95 € per coffee break
- Coffee break per person 3,50 €/p.p.
- Suitable for up to 50 persons

Classic coffee break

Enjoy a nice coffee or tea with a small snack.

For groups of:

- 1 – 19 persons 3,40 €/p.p.
- 20 - 99 persons 2,90 €/p.p.
- + 99 persons 2,80 €/p.p.

Treat coffee break

A classic coffee break with a delicious treat.

6,65 € p.p.

We provide 2 cups of coffee or tea per person, with milk, sugar and a delicious snack.

Breakfast options

Breakfast box

Enjoy a delicious breakfast consisting of 2 brioches or pastries, a croissant, yoghurt, a fresh apple and an orange juice. All offered in a nice cardboard box.

Breakfast box with fresh fruit salad

This breakfast box consists of 2 brioches or pastries, a croissant, yoghurt, fresh fruit salad and orange juice.

Our breakfast boxes also exist in a **vegan** version, where the coffee cakes and yoghurt are completely plant-based.

- Breakfast box (classic or vegan) 13,00 €/p.p. 
- Breakfast box (classic or vegan) with fresh fruit salad 15,00 €/p.p. 

Breakfast à la carte

- Mini pastry/brioche 1,40 €/ per piece (classic or )
- Mini muffin 1,35 €/ per piece
- Mini donut 1,35 €/ per piece
- Pastry/brioche 1,55 €/ per piece (classic or )
- Donut 1,55 €/ per piece
- Nutella donut 2,25 €/ per piece
- Fresh fruit salad 3,30 €/p.p.
- Piece of fresh fruit 1,25 €/ per piece
- Fruit basket 2,30 €/ p.p.

Lunch options

Sandwich lunches

We always provide coffee, tea with milk and sugar.

If service is provided, you can also order espresso coffee.


At your request, we will also provide BIO juices den Boogerd, orange juice, still and sparkling water.

Ordered quantities will be charged.

Alma's 4bites

4 delicious crispy mini sandwiches with a variety of toppings consisting of 50% meat/fish toppings and 50% vegetarian toppings.

We also have a 100% vegetarian offer or a vegan offer.

- Standard (50% meat/fish & 50% vegetarian) 13,65 €/per piece
- Vegetarian 13,65 €/per piece
- Vegan 13,65 €/per piece 

Alma's Deliwishes

Sandwich lunch with a variety of bread types. We provide 3 sandwiches per person. Here too, we opt as standard for fillings that are 50% meat/fish and 50% vegetarian.

We also have a 100% vegetarian offer or a vegan offer.

- Standaard (50% meat/fish & 50% vegetarian) 12x60 €/per piece
- Vegetarian 12,60 €/per piece
- Vegan 12,60 €/per piece 

Gluten-free sandwich lunch

We provide 3 gluten-free sandwiches, as well as an assortment of two gluten-free toppings. Both the sandwiches and the toppings are packaged separately, allowing us to offer you 100% gluten-free items.

16,30€/per piece

Wraps

- Wrap with diced chicken 3,20 €/p.p.
- Wrap with spicy humus 3,10 €/p.p. 
- Wrap with humus original 3,10 €/p.p. 
- Wrap with smoked salmon 4,45 €/p.p.
- Wrap with Seranno ham 4,25 €/p.p.

Hot soup

- Vegetarian soup without bun 2,75 €/p.p.
- Vegetarian soup with bread 3,30 €/p.p.
- Vegan soup also available on request 

Lunchboxes

Do you wish to eat lunch in a convenient way during your meetings? Then our lunchboxes are ideal. Our lunchbox comes in the same variants as our sandwich lunches, whether or not supplemented with a ²²vegan? This is of course also possible.

Lunchbox Alma's Basic



Lunch consisting of 3 sandwiches : 2 piccolos, 1 soft sandwich,
a piece of fresh fruit and a bottle of still water

13.20 €/per piece

Lunchbox Alma's 4bites

Lunch consisting of 4 mini crispy buns, a piece of fruit and a bottle of still water.

- Standard (50% meat/fish & 50% vegetarian) 15,50 €/per piece
- Vegetarian 15,50 €/per piece
- Vegan 15,50 €/per piece

Lunchbox Alma's 4bites with dessert

This is our lunchbox Alma's 4bites supplemented with a dessert.

- Standard (50% meat/fish & 50% vegetarian) 18,50 €/per piece
- Vegetarian 18,50 €/per piece
- Vegan 18,50 €/per piece

Lunchbox Alma's Deliwishes

Lunch consisting of a portion of cherry tomatoes, 3 pieces of varied sandwiches (diamond, piccolo, sandwich), a piece of fresh fruit and a bottle of still water.

- Standard (50% meat/fish & 50% vegetarian) 16,50 €/per piece
- Vegetarian 16,50 €/per piece
- Vegan 16,50 €/per piece

Lunchbox Alma's Deliwishes with dessert

This is our lunchbox Alma's Deliwishes with a delicious dessert.

- Standard (50% meat/fish & 50% vegetarian) 19,50x €/per piece
- Vegetarian 19,50 €/per piece
- Vegan 19,50 €/per piece

Lunch package

On request and as required, we will work out a proposal.



Bowls

Always order your bowls 5 working days in advance.

- Bowl with Caesar salade 9,30 €/per piece
- Bowl with melon and bacon 9,30 €/per piece
- Falafel bowl (vegetarian) 9,30 €/per piece
- Oriental bowl with chicken 9,30 €/per piece
- Vegan bowl 9,30 €/per piece



Cold dishes



- Norwegian fish platter 24,80 €/per piece
- Varied meat platter 16,30 €/per piece
- Vegan platter 20,50 €/per piece

Our Heavenly Sin



- Homemade chocolate mousse 2,75 €/per piece
- Homemade tiramisu 2,75 €/per piece
- Dessert assortment glasses 1,90 €/per piece
- Mini pastry/brioche 1,40 €/per piece
- Pastry/brioche 1,55 €/per piece
- Petit Fours 1,40 €/per piece
- Cake 1,35 €/per piece
- Mini muffin 1,35 €/per piece
- Mini donut 1,35 €/per piece
- Brownie 2,25 €/per piece
- Nutella muffin 2,25 €/per piece
- Donut 1,55 €/per piece
- Mini sweets 1,70 €/per piece
- Rice cake 1,95 €/per piece
- Belgian matten cake 1,95 €/per piece
- Frangipan tartlet 1,95 €/per piece
- Fruit tartelette individual (shortbread) 3,50 €/per piece
- Smurf tartlet individual 2,75 €/per piece
- Tompoes 2,75 €/per piece
- Eclair 1,95 €/per piece
- Celebration cake 4 persons 14,30 €/cake
- Rice cake 10 persons 19,50 €/cake
- Chocolate mousse cake 10 persons 19,50 €/cake
- Bresilienne cake 10 persons 19,50 €/cake
- Piece of fresh fruit 1,25 € p.p.
- Fruit basket (min. 5 persons) 2,30 € p.p.



- Fresh Fruit Salad (to be ordered 5 days in advance) 3,30 € p.p.
- Chocolate crumble 2,50 € p.p. 
- Raspberry crumble 2,50 € /p.p. 

Lunch at an Alma restaurant

- On request, you can visit one of our restaurants for lunch or dinner, depending on the opening hours of the requested Alma restaurant.
- Vouchers can only be ordered via a KU Leuven order form.
- Ordered vouchers will be invoiced.

Receptions

Upon request and according to your wishes, we will work out a proposal.

Standard options:

Small Pleasures

- Salted biscuits (chips, nuts and appetizers) 1,50 €/p.p.
- Cheese snacks with nuts and olives (order per 10 persons) 3,50 €/p.p.
- Raw vegetable platter with dips (order per 10 persons) 3,10 €/p.p.
- Tapas plate (order per 10 persons) 3,70 €/p.p.
- Mix formula cheese / raw vegetables / tapas (order per 10 persons) 3,50 €/p.p.
- Toasts 1,75 €/p.p.
- Mini sweets (puffs, Javanais, ...) 1,70 €/p.p.
- Hot snacks Varied 1,75€/p.p.
- Porcelains filled with delicacies 1,95 €/p.p.
- Soup in lion's head cup 1,70 €/p.p.

Cosy

- Four varied cold snacks per person
(= three bites of the chef in porcelain and mini sandwich variety)
7,95 € p.p.

Seasonal reception

- Three varied cold and three hot snacks per person 12,20 € p.p.
 - two porcelain snacks from the chef,
 - mini-sandwich varied fillings
 - Soup in lion's head cup
 - Two varied oven snacks

Drinks reception

Alcohol-free or low-alcohol

– Water 25 cl	1,25 €
– Water 50 cl	1,70 €
– Water(s) 1 L	2,90 €
– Soft drink PET bottle 50 cl	2,50 €
– Orange juice 1 L	3,10 €
– Juices “den Boogerd”	4,10 €
– Soft drink 20 cl	1,45 €
– Soft drinks 1 L	3,65 €

Alcoholic

– Sparkling wine Veuve du Vernay, Vin Mousseux	16,95 €/bottle
– Cava Nit Del Foc	19,60 €/bottle
– White wine San Marzano, Puglia IGP, Il Pumo Chardonnay	16,20 €/bottle
– White wine Oxfam Fair Trade “Lautaro” white	16,20 €/bottle
– Red wine Masseria Pietrosa, Puglia IGT, Negroamaro	16,20 €/bottle
– Red wine Oxfam Fair Trade “Lautaro” red	16,20 €/bottle

Other wines and champagne are available on request.

Beers

– Stella 25 cl	2,20 €
– Special beer: Leffe, Duvel, Orval, Chimay,	3,60 €
– Jupiler 0%	2,20 €
– 1 barrel of beer Stella (30 L barrel)	252 €
– 1 barrel of beer Stella (50 L barrel)	370 €

General terms and conditions

All prices stated in this document are exclusive of VAT.

Quoted prices are valid for 3 months unless otherwise stated.

Personnel cost if set-up and/or service is requested is 38 €/hour/waiter.

On hours during Sundays and public holidays it is according to the offer.

Offers with set-up and clean-up are limited to a maximum of 50 people, the time spent is charged at 38 €/hour/waiter.

All prices stated in this document are exclusive of VAT.

Order terms:

- Sandwiches and sandwich formulas / coffees / small orders always **without** service:
order by 10 am the working day before at the latest, delivery day after.
Also valid for the webshop www.almacatering.be
- Setting up and clearing up

If you wish to use our services to prepare your order in your meeting room and clean up afterwards, please let us know at least 3 working days in advance.

- **Reception / Lunches / Sandwich formulas / ... with service (all from the standard catering range):**
Order minimum 9 working days in advance.
Final quantity at least 3 working days in advance (with max. 10% difference compared to first order).
- **Bespoke formulas:**
Minimum 10 working days' advance ordering.
Final quantity at least 5 working days in advance (with max. 10% deviation from first order).
Additional fees will be charged for late orders.

All cancellations must be made in writing.

For cancellations after the final order has been placed, the costs involved will always be charged to the buyer.

In the event of cancellation on the day of the activity itself, in addition to the above-mentioned costs a file cost of 125 € will also be charged.

Collection

If no service personnel are employed by Alma, the organiser is fully responsible for the goods (both utilitarian goods and material) from delivery to collection. Missing material will be charged at the regular purchase price. When ordering, both the time of delivery and the time of return can always be agreed so that collection and return can be organised on site.

By default, **returns** are scheduled as follows:

Activity delivered day itself between 6 and 11 am.

Return scheduled 13-16 hours (start hour 13 hours, and depending on returns up to 16 hours).

Activity delivered day itself between 11 am and 7 pm.

Return provided 17-22 hrs (start time 17 hrs, and according to returns until 22 hrs).

Returns on request (i.e. at a specific time) remain possible, but will be charged at 38 € per return.

VAT exemption

Based on art. 44 from the codex of tax law:

The supply of goods and services are exempt from VAT if these services are closely related to the provision of university education such as the provision of accommodation, food and beverages, ... and if these services are performed by services dependent on the university institutions.

Practical

For our on-site activities, a minimum number of tables should always be provided by the organiser.

Invoicing and payment terms:

- Invoices are payable 30 days after invoice date.
- Minimum amount per delivery is 38 €, otherwise an administrative fee of 30 € will be charged.
- Splitting activities over several invoicing addresses is possible on payment of an administrative fee of 30 € per additional invoice.

These terms and conditions and any order, acceptance or agreement subject to these terms and conditions are governed by Belgian law.