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Tender

## **Russell Education Trust Catering Tender**

Russell Education Trust

F02: Contract notice

Notice identifier: 2023/S 000-000370

Procurement identifier (OCID): ocds-h6vhtk-03957a

Published 6 January 2023, 11:59am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Russell Education Trust

1 The Crescent

Leatherhead

KT22 8DY

#### **Contact**

Sonia Shah

#### **Email**

[sonia.shah@russelleducationtrust.org.uk](mailto:sonia.shah@russelleducationtrust.org.uk)

#### **Telephone**

+44 1372363628

#### **Country**

United Kingdom

**NUTS code**

UKJ2 - Surrey, East and West Sussex

**Internet address(es)**

Main address

[www.russelleducationtrust.org.uk](http://www.russelleducationtrust.org.uk)

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA9341](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA9341)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.mytenders.co.uk](http://www.mytenders.co.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Russell Education Trust Catering Tender

Reference number

RM&C/2023/RET/381

### **II.1.2) Main CPV code**

- 55524000 - School catering services

### **II.1.3) Type of contract**

Services

### **II.1.4) Short description**

The Trust is putting the catering contracts for all five of its schools out to tender as one lot with a contract start date of 1st August 2023.

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 55524000 - School catering services

### **II.2.3) Place of performance**

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

In the Trust's five schools situated in Bristol, Brentwood, Hove, North London and Twickenham.

### **II.2.4) Description of the procurement**

School Addresses:

Bristol Free School, Concorde Drive, Bristol, BS10 6NJ

Pupil Numbers:

Year 7 203

Year 8 207

Year 9 201

Year 10 202

Year 11 199

Sixth Form 114

Total 1126

Sales over 12 months – 01/09/21 to 31/08/22

FSM Sales 45,957 GBP

All Other Sales 333,463 GBP

Breakfast: 08:10 – 08:30 Mon, Wed & Fri

Break: 10:40 – 11:00

Lunch: KS3 – 11:50 – 12:30 / KS4 – 12:40 – 13:20

Sixth Form: 09:00 – 13:30

Locked in Policy: Yes – Years 7-11

Current Contractor

Innovate

Specific Notes / Objectives for this School

Please see Trust wide objectives in Section 7.0

Halal meats required

Becket Keys Church of England School, Sawyers Hall Lane, Brentwood, Essex, CM15 9DA

Pupil Numbers:

Year 7 173

Year 8 170

Year 9 165

Year 10 162

Year 11 161

Sixth Form 224

Total 1055

Sales over 12 months – 01/09/21 to 31/08/22

FSM Sales 23,676 GBP

All Other Sales 402,068 GBP

Breakfast: 08:00 – 08:25

Break: 10:10 – 11:00

Lunch: 11:50 – 13:30

Sixth Form: 09:00 – 14:00

Locked in Policy: Yes – Years 7-11

Current Contractor

Aspens

Specific Notes / Objectives for this School

Please see Trust wide objectives in Section 7.0

Halal meats required

Restaurant style food provided with an independent school feel

Increase in the proportion of plated meals (target in excess of 80% at lunch service) to reduce the use of takeaway containers

King's School Hangleton Way, Hove, BN3 8BN

Pupil Numbers:

Year 7 165

Year 8 166

Year 9 166

Year 10 169

Year 11 122

Sixth Form TBD – opening in September 2023

Total 788

Sales over 12 months – 01/09/21 to 31/08/22

FSM Sales 27,211 GBP

All Other Sales 191,197 GBP

Breakfast: 08:15 – 08:30

Break: 09:50 – 10:10 and 10:40 – 11: 00

Lunch: 11:50 – 13:30 and 12:40 – 13:20

Sixth Form: TBD - opening in September 2023

Locked in Policy: Yes – Years 7-11

Current Contractor

Harrison Catering

Specific Notes / Objectives for this School

Please see Trust wide objectives in Section 7.0

Halal meats required

St Andrew the Apostle Greek Orthodox School Building 5, North London Business Park,  
N11 1BF

Pupil Numbers:

Year 7 89

Year 8 117

Year 9 99

Year 10 142

Year 11 147

Sixth Form Year 12 43

Sixth Form Year 13 57

Total 694

Sales over 12 months – 01/09/21 to 31/08/22

FSM Sales 29,202 GBP

All Other Sales 260,773 GBP

Breakfast: 08:10 – 08:30

Break: 10:35 – 10:55

Lunch: 12:35 – 13:20

Sixth Form: No separate provision

Locked in Policy: Yes – Years 7-11

Current Contractor

Innovate

Specific Notes / Objectives for this School

Please see Trust wide objectives in Section 7.0

Halal meats required

Development of catering facility in the new school building (opens 2024-25 academic year)

Turing House School, Hospital Bridge Road, Twickenham, TW2 6LH

Pupil Numbers:

Year 7 165

Year 8 151

Year 9 151

Year 10 126

Year 11 125

Sixth Form 123

Total 841

Sales over 12 months – 01/09/21 to 31/08/22

FSM Sales 20,230 GBP

All Other Sales 207,541 GBP

Breakfast: 08:00 – 08:30

Break: 10:25 – 11:00

Lunch: 12:25 – 13:20

Sixth Form: No dedicated sixth form area

Locked in Policy: Yes – Years 7-11

Current Contractor

Innovate

Specific Notes / Objectives for this School

Please see Trust wide objectives in Section 7.0



Halal meats required

To the best of our knowledge there are currently no staff in LGPS's.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Renewal after three years is possible subject to satisfactory performance

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

23 February 2023

Local time

1:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

17 March 2023

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=228390](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=228390).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:228390)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

**VI.4.2) Body responsible for mediation procedures**

RM&C Consultants Ltd

Suthernwood View, Woodcote Road

South Stoke, Reading

RG8 0JJ

Email

[David.allen@rmandcconsultants.co.uk](mailto:David.allen@rmandcconsultants.co.uk)

Telephone

+44 7786312805

Country

United Kingdom

Internet address

[www.rmandcconsultants.co.uk](http://www.rmandcconsultants.co.uk)