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Tender

## **Tender for the Management of the Catering Services at Parkside School**

Parkside School

F02: Contract notice

Notice identifier: 2022/S 000-000585

Procurement identifier (OCID): ocids-h6vhtk-0308e1

Published 10 January 2022, 9:18am

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

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

Parkside School

Cullingworth

Bradford

BD13 5AD

#### **Contact**

Lauren Baxter

#### **Email**

[admin@redboxcs.com](mailto:admin@redboxcs.com)

#### **Telephone**

+44 1423810985

#### **Country**

United Kingdom

**NUTS code**

UKE41 - Bradford

**Internet address(es)**

Main address

[www.redboxcs.com](http://www.redboxcs.com)

Buyer's address

<https://parksideschool.net/>

**I.3) Communication**

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

[www.redboxcs.com](http://www.redboxcs.com)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.redboxcs.com](http://www.redboxcs.com)

**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**

Tender for the Management of the Catering Services at Parkside School

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

- 55524000 - School catering services

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

Services

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

Parkside School has decided to tender their catering services to investigate the financial and qualitative benefits they could be offered through this process. They are currently operating in house and offer Year 7 - 13 breakfast, morning break and lunch service.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 15894210 - School meals

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

NUTS codes

- UKE41 - Bradford

Main site or place of performance

Parkside School,

Parkside Terrace,

Cullingworth,

Bradford,

West Yorkshire,

BD13 5AD

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

Tender Schedule:

Bidding Companies to Visit Site: Friday 21st January 2022 - 10am

Clarification Deadline: Friday 11th February 2022 - 12noon

Clarification Return Deadline: \*Friday 11th February 2022 - 5pm

Deadline for return of Tender Responses: Friday 18th February 2022 - 12noon

Presentation by shortlisted bidders: 8th March 2022 - Time to be confirmed

Reference site visits: 10th and 11th March 2022

Contract Awarded by: 31st March 2022

Mobilisation Meeting: TBC - After Easter Holidays

Contract Commencement: 1st September 2022

Presentations:

A typical agenda is likely to be:

Contractors will have 45 minutes to deliver a presentation to the Trust.

The agenda will be a short introduction - approximately 5 minutes, followed by a presentation of foods that the Trust would expect to see on the day-to-day menus - approximately 25 minutes, and then followed by questions and answers - approximately 15 minutes.

It will be a requirement of the presentation that the area or operations manager who would have direct responsibility for the contract is present.

The School's objectives for the new contract are as follows:-

- A catering service that is well managed and requires minimal involvement from the School's management team.
- A strong Contractor Area Manager who will develop and lead the team to deliver exceptional customer service, a consistently high quality food offer and spend a substantial amount of time on site at the outset to undertake this.
- Strong engagement with the current team to ensure a smooth transition from an in house operation, cooperation and ability to work with the current Catering Manager in a positive way to support ideas and develop the service together.
- A Contractor who is proactive in their relationship management with the School.
- Investment in the School's Catering service through increased marketing in return for a tenure of contract.
- A higher number of students and staff using the facilities by providing a high quality, affordable, healthy and nutritious meal.
- A catering service that encourages students to take a healthy and balanced meal.
- Food and drinks that look appetising and are attractively presented.
- A hospitality service that will help showcase the School through events to parents and visitors.
- A Contractor that adopts a flexible and proactive approach to all School activities.
- A service that is professionally merchandised and marketed with discretion and to the mutual benefit of the School and the Contractor.
- A Contractor that operates using the optimum level of staffing and supports the development of the team.

#### **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

This contract is subject to renewal

Yes

Description of renewals

The option to extend is for two, one year extensions at the end of the initial contract period.

Any investment should be depreciated in the initial 36 months of the contract.

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

Variants will be accepted: No

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

Options: No

#### **II.2.14) Additional information**

To receive the full ITT documentation - Email [admin@redboxcs.com](mailto:admin@redboxcs.com) for the attention of Lauren Baxter.

The main evaluation is split 50/50 with financial and quality.

References will be collected as part of the evaluation.

Presentations are the second round of evaluation, they are not included in the main evaluation scoring.

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## **Section IV. Procedure**

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

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

Open procedure

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

The procurement is covered by the Government Procurement Agreement: No

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

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

Date

18 February 2022

Local time

12:00pm

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

English

### **IV.2.7) Conditions for opening of tenders**

Date

18 February 2022

Local time

12:01pm

Place

Electronic versions only - Paper based documents not required.

Information about authorised persons and opening procedure

The bids will be opened by the appointed procurement person for the School after the 12noon deadline 18th February 2022. They will be acknowledge prior to the deadline but will not be opened or downloaded.

Any documents found to be missing after the deadline will be requested and must be submitted by 4pm on the day of deadline.

Headteacher and Head of Finance will be present to open all bids.

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Red Box Consultancy Services Ltd

Harrogate

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[admin@redboxcs.com](mailto:admin@redboxcs.com)

Country

United Kingdom

Internet address

[www.redboxcs.com](http://www.redboxcs.com)