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Planning

## **Catering Point of Sale and Stock Management Solution**

The Corporate Officer of the House of Commons and the Corporate Officer of the House of Lords

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-001099

Procurement identifier (OCID): ocds-h6vhtk-039746

Published 13 January 2023, 12:57pm

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

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

The Corporate Officer of the House of Commons and the Corporate Officer of the House of Lords

Parliament Square

LONDON

SW1A0AA

#### **Contact**

Tom Davis

#### **Email**

[PPCS@parliament.uk](mailto:PPCS@parliament.uk)

#### **Telephone**

+44 2072191600

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.parliament.uk](http://www.parliament.uk)

Buyer's address

<https://in-tendhost.co.uk/parliamentuk.aspx/BuyerProfiles>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

#### **II.1.1) Title**

Catering Point of Sale and Stock Management Solution

Reference number

PI1301520

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

- 48110000 - Point of sale (POS) software package

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

Supplies

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

Supply, installation, and maintenance of an integrated Electronic Point of Sale (EPOS) and associated equipment, and inventory management solution, for Parliament's catering function.

#### **II.1.5) Estimated total value**

Value excluding VAT: £3,000,000

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

This contract is divided into lots: No

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

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

- 30142000 - Accounting machines and cash registers
- 30216130 - Barcode readers
- 48217000 - Transaction-processing software package
- 48430000 - Inventory management software package

- 51000000 - Installation services (except software)
- 66172000 - Financial transaction processing and clearing-house services

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

NUTS codes

- UKI - London

Main site or place of performance

Catering outlets are located across the Parliamentary estate in Westminster, both at the Palace of Westminster and at satellite offices nearby.

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

The solution, whether provided by a sole supplier or multiple suppliers in partnership with one acting as lead supplier, must allow for data to be shared between the stock inventory and ePOS elements.

The authority is looking to appoint a single supplier contract through the Open procedure for a maximum contract term of 8 years (initially a 5-year term with potentially three 12-month extensions). An invitation to tender (ITT) will be issued providing full details of the requirement.

The procurement will be carried out on the Houses of Parliament's e-procurement portal: <http://in-tendhost.co.uk/parliamentuk> and any interested party should register on the portal now.

If you have previously registered with In-Tend, please follow the link shown which will redirect you to the home page, where you can log on using your existing username and password to register an expression of interest. If you have registered and forgotten your username and password, click on the 'forgotten password' link on the In-Tend homepage. Please keep this username and password secure and do not pass it to any third parties. If you are experiencing problems, please contact the PPCS business support team via email: [ppcs@parliament.uk](mailto:ppcs@parliament.uk) or call 44 (0)2072191600 for further assistance.

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

The Houses of Parliament are responsible for operating a wide range of catering, refreshment and retail facilities to support Members, Peers, staff, contractors and visitors across 5 buildings within the Parliamentary Estate. The House of Commons and House of Lords are separate reporting entities and operate separate business functions to manage purchasing, receiving, food & beverage control, accounting and finance.

Facilities across both Houses include table-service restaurants, self-service restaurants, bars, café/snack bars, coffee bars, banqueting rooms for private functions, souvenir gift shops and the occasional pop-up shops. The Authority require that the solution, whether provided by a sole supplier, or multiple suppliers in partnership, allows for the applicable sharing of data between the Stock and ePOS elements, resulting in an effective solution. Whilst the solution will operate in both Houses, these are separate organisations, and we require the solution to be able to reflect this, including in the segregation of data.

The Houses of Parliament currently operate 31 outlets on the Parliamentary Estate; there are 12 within the House of Lords and 19 within the House of Commons; The solution will operate across outlets in both House of Commons and House of Lords.

Per annum, the outlets cumulatively generate over 2.5 million sales transactions across food, bar and gift shop services. During periods of high volume, total daily transactions may be up to 13,000 food sales, 2,000 retail (souvenir) sales and several hundred bar sales.

### **II.3) Estimated date of publication of contract notice**

13 February 2023

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## **Section IV. Procedure**

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

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

The procurement is covered by the Government Procurement Agreement: No

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## **Section VI. Complementary information**

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

Please note this is a Prior Information Notice only and there are no tender documents to download or submit at this stage. A contract notice will be issued to signal commencement of the formal procurement process. It is anticipated that this will be issued in February 2023.