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Tender

Catering EPOS and Stock Control solution

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

F02: Contract notice

Notice identifier: 2024/S 000-001584

Procurement identifier (OCID): ocds-h6vhtk-042dd7

Published 17 January 2024, 11:24am

Section I: Contracting authority

I.1) Name and addresses

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

Parliament Square

LONDON

SW1A0AA

Contact

Tom Davis

Email

pcd@parliament.uk

Telephone

+44 2072190511

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

Buyer's address

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

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Catering EPOS and Stock Control solution

Reference number

PI1301641

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

The authority is looking to appoint a single contract through the Restricted procedure for a maximum contract term of 8 years (initially a 5-year term with three 12-month extensions). An invitation to tender (ITT) will be issued providing full details of the requirement. Suppliers are welcome to form groups or partnerships for this opportunity but one supplier must act as the lead bidder.

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 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.

The Houses of Parliament currently operate 31 catering 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 catering outlets in both House of Commons and House of Lords as well as the House of Lords gift shop.

II.1.5) Estimated total value

Value excluding VAT: £2,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48430000 - Inventory management software package

II.2.3) Place of performance

NUTS codes

- UKI32 - Westminster

II.2.4) Description of the procurement

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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.

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.

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

96

This contract is subject to renewal

Yes

Description of renewals

3x12m extensions

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

19 February 2024

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

3 April 2024

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 12 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

VI.3) Additional information

A previous tender opportunity was advertised in February 2023 but did not result in the award of a contract and the procurement was abandoned.

To improve access to this opportunity and make it easier for potential suppliers to tender we have:

- Carried out a market engagement (Request for Information) exercise to check our requirements are achievable.
- Reduced the number of requirements and questions to answer
- Reduced the number of mandatory or 'Pass/Fail' requirements
- Redesigned the evaluation criteria to focus on outcomes and objectives
- Reduced the minimum annual turnover from £1m to £500,000

VI.4) Procedures for review

VI.4.1) Review body

The High Court

London

Country

United Kingdom