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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): ocids-h6vhtk-042dd7

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### **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](mailto: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](http://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

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## **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

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## **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

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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

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)

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## **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