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Tender

## **The Albany Learning Trust Catering Framework Tender 2024**

The Albany Learning Trust

F02: Contract notice

Notice identifier: 2024/S 000-001616

Procurement identifier (OCID): ocds-h6vhtk-042de9

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

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

The Albany Learning Trust

Albany Academy, Bolton Road, Chorley

Lancashire

PR7 3AY

#### **Contact**

Neil Mayers

#### **Email**

[neil@rpj3group.co.uk](mailto:neil@rpj3group.co.uk)

#### **Telephone**

+44 1516780193

**Country**

United Kingdom

**NUTS code**

UKD47 - Chorley and West Lancashire

**Internet address(es)**

Main address

[www.rpi3group.co.uk](http://www.rpi3group.co.uk)

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA42970](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42970)

**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 electronically via

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

**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**

The Albany Learning Trust Catering Framework Tender 2024

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

- 55524000 - School catering services

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

Services

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

The Albany Learning Trust are seeking to procure a number of providers for a multi-supplier framework for catering services. The main objective of this procurement exercise is to deliver the procurement of a framework that will enable the trust to source catering services for its schools.

There are initially 2 schools in this framework, however, other schools may call off later.

It should be noted that it is not mandatory for The Albany Learning Trust schools to use this framework. Schools will only call off from this agreement if they have a requirement to do so. It is envisaged the number of caterers on the framework will be between 1 and 3

The provision of the service must demonstrate the best value approach and be flexible in its delivery and operation to ensure that the needs and ethos of individual schools are supported.

This framework process is targeted to have a catering contract in place to commence in September 2024 for the initial 2 schools. Please note that this process covers all catering services within Albany Academy and Chorley New Road Primary Academy, with full tender costings and proposals for the schools for a contract start in September 2024. These details will be further explained in the ITT documents. The process will include the creation of a select bidder list following analysis of SQ documents (within which the scoring criteria is included). Following the analysis of SQ's the selected bidders will be invited to attend a site survey and tender briefing initially planned for March 2024. Tender responses deadline is planned for April 2024 and it is envisaged that interviews will take place in late May 2024. The contract will be for a 3 +1 +1 period (5 years in total including the option to extend for 1 +

1years).

### **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

- UKD47 - Chorley and West Lancashire

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

The Albany Learning Trust are seeking to procure a number of providers for a multi-supplier framework for catering services. The main objective of this procurement exercise is to deliver the procurement of a framework that will enable the trust to source catering services for its schools.

There are initially 2 schools in this framework, however, other schools may call off later.

It should be noted that it is not mandatory for The Albany Learning Trust schools to use this framework. Schools will only call off from this agreement if they have a requirement to do so. It is envisaged the number of caterers on the framework will be between 1 and 3

The provision of the service must demonstrate the best value approach and be flexible in its delivery and operation to ensure that the needs and ethos of individual schools are supported.

This framework process is targeted to have a catering contract in place to commence in September 2024 for the initial 2 schools. Please note that this process covers all catering services within Albany Academy and Chorley New Road Primary Academy, with full tender costings and proposals for the schools for a contract start in September 2024. These details will be further explained in the ITT documents. The process will include the creation of a select bidder list following analysis of SQ documents (within which the scoring criteria is included). The nature of the contract demands a good local infrastructure to provide and maintain the level and standard of catering service and support required by the schools.

Labour resource/relief cover is very important. We have set a minimum level of turnover for this tender at 250,000 GBP which takes into account the contract turnover and cash flow associations. This is a discretionary pass/fail question on the basis that we will consider any additional guarantees and formal assurances such as parent company guarantors or similar which must be included to support any submission. We have set a minimum Employer's (compulsory) liability insurance of 10,000,000 GBP. Following the analysis of SQ's the selected bidders will be invited to attend a site survey and tender briefing initially planned for March 2024. Tender responses deadline is planned for April 2024 and it is envisaged that interviews will take place in late May 2024. The contract will be for a 3 +1 +1 period (5 years in total including the option to extend for 1 + 1 years).

### **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

36

This contract is subject to renewal

Yes

Description of renewals

Option of up to two further annual extensions meaning a 5 year period in total with options.

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

Envisaged minimum number: 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 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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

In the case of framework agreements, provide justification for any duration exceeding 4 years:

The Framework is for an initial three years with an option to extend for up to two further years

#### **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

19 February 2024

Local time

12:00pm

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

22 February 2024

##### **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=231141](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=231141).

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)

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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:231141)

## **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>