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Tender

The Weald Community School and 6th Form ~ Catering Tender

The Weald Community School and 6th Form

F02: Contract notice

Notice identifier: 2025/S 000-001818

Procurement identifier (OCID): ocids-h6vhtk-04d482

Published 20 January 2025, 10:05am

Section I: Contracting authority

I.1) Name and addresses

The Weald Community School and 6th Form

Station Road

Billingshurst

RH14 9RY

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKJ2 - Surrey, East and West Sussex

Internet address(es)

Main address

<https://www.theweald.org.uk/>

I.3) Communication

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

<https://litmustms.co.uk/respond/84HNGWCZMN>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Weald Community School and 6th Form ~ Catering Tender

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The Weald Community School is a vibrant Local Authority maintained Secondary School based in Billingshurst in West Sussex, which was founded in 1956. We are proud to be a beacon of our community and offer ample opportunities for all our students throughout their school career from volunteering to enrichment trips and projects. Last Summer we achieved our best ever GCSE and A level results that we are extremely proud of, opportunity and community is what we are all about and it runs through everything we do, both academically, and pastorally to ensure our young people are prepared for adulthood and their journey beyond school.

II.1.5) Estimated total value

Value excluding VAT: £2,583,115

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

Surrey, East and West Sussex

II.2.4) Description of the procurement

The Weald Community School and 6th Form Scope of opportunity statement - Catering Provision

The Weald Community School is a vibrant Local Authority maintained Secondary School based in Billingshurst in West Sussex, which was founded in 1956. We are proud to be a beacon of our community and offer ample opportunities for all our students throughout their school career from volunteering to enrichment trips and projects. Last Summer we achieved our best ever GCSE and A level results that we are extremely proud of, opportunity and community is what we are all about and it runs through everything we do, both academically, and pastorally to ensure our young people are prepared for adulthood and their journey beyond school

The tender project is seeking to appoint an established Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the 1484 lower school students and 305 sixth form students on roll. Also to provide a catering service for the 250 teaching and support staff onsite day to day, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The School would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for three years in duration from September 2025 to August 2028 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with The Weald Community School for the duration of this contract.

The School year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days.

The contract offered covers the scope for the provision of all catering services within the School, which currently includes morning break, lunch, all hospitality and free issue requirements. Free School meals and hospitality will be charged based on consumption and at net food cost.

Whilst the School prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price as best value where student meals are concerned incorporates more than just price.

The value of the current contract is: -

FY 22/23 FY 23/24 FY 24/25

Cash sales (includes hospitality) £429,979 £474,646 £455,000 (projected)

Free School Meals £43,768 £57,699 £61,623 (projected)

Total £473,747 £532,345 £516,623

The Weald School expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The School expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of Opportunity and Community for every student.

The School believes that success should be celebrated and that pupils should enjoy their time at school; if lessons are stimulating and challenging then students will love learning. Much time therefore, is spent reviewing and planning schemes of work to ensure that they are differentiated to meet the needs of all students. As a result, the Weald is very enthusiastic regarding work experience and apprenticeship proposals and would welcome the input of the successful Contractor in these areas.

See SQ document for more information.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £2,583,115

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

1 September 2025

End date

31 August 2030

This contract is subject to renewal

No

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

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

II.2.10) Information about variants

Variants will be accepted: Yes

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

II.2.14) Additional information

To respond to this opportunity please click here:

<https://litmustms.co.uk/respond/84HNGWCZMN>

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 2025

Local time

12:00pm

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

3 March 2025

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement. It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://litmustms.co.uk/tenders/UK-UK-Billingshurst:-School-catering-services./84HNGWCZMN>

To respond to this opportunity, please click here:

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GO Reference: GO-2025120-PRO-29176405

VI.4) Procedures for review

VI.4.1) Review body

The Weald Community School and 6th Form

Station Road

Billingshurst

RH14 9RY

Country

United Kingdom