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Tender

Invitation to Tender for the provision of Catering Services at Bishop Stopford School

BISHOP STOPFORD SCHOOL

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-002079

Procurement identifier (OCID): ocds-h6vhtk-060351

Published 10 January 2026, 8:11am

Scope

Description

Bishop Stopford School has decided to tender their catering services to investigate the financial and qualitative benefits they could be offered through this process.

The contract will be awarded for a three-year duration with the option of two additional, one-year extensions. This is subject to the satisfactory performance of the work. Their preferred arrangement is for a guaranteed return of nil subsidy catering service, which operates a special agreement for VAT, but the School are open to suggestions.

The quality of the service and the proposed budget for the second year 2027-28 will be reviewed three months before the expiry of the first twelve months. The School at this time reserves the right to terminate the contract should either the quality or future costs be unacceptable.

Aims of the Service

Bishop Stopford School wish to be at the forefront of educational catering and as such require a modern, branded offer that reflects the leading trends in the industry.

At this time, the School's wish is to commence a catering contract, with a partner who shares their vision for a customer-focused service that attracts the maximum number of students. The meals that are to be provided must be appealing to customers, imaginative, provide good value for money and be nutritionally balanced to encourage all students to make an educated choice.

The service is currently managed by a contractor, where the catering team have delivered a good service to the students for many years. The School now feel that it is time to refresh the current contract, to allow the service to be taken to the next level, which will deliver the latest catering concepts and an even better service for its students.

The School's objectives for the new contract are as follows: -

- * A catering service that is well managed and requires minimal involvement from the School's management team.
- * A strong Contractor Area Manager who will develop and lead the team to deliver exceptional customer service, a consistently high-quality food offer and spend a substantial amount of time on site at the outset to undertake this.
- * A Contractor who is proactive in their relationship management with the School.
- * Investment in the School's Catering service through increased marketing in return for a tenure of contract.
- * A higher number of students and staff using the facilities by providing a high quality, affordable and nutritious meal.
- * A catering service that encourages students to take a healthy and balanced meal.
- * Food and drinks that look appetising and are attractively presented.
- * A hospitality service that will help showcase the School through events to parents and visitors.
- * A Contractor that adopts a flexible and proactive approach to all School activities.
- * A service that is professionally merchandised and marketed with discretion and to the mutual benefit of the School and the Contractor.
- * A Contractor that operates using the optimum level of staffing.

Catering Tender Schedule:

Contract Start Date - 1st September 2026

Tender issued - 9th January 2026

Site Visits by Contractors - Monday 26th January 2026

Contractor Clarification Deadline - 20th February 2026

Tender Return Deadline - 27th February 2026

Evaluation - Early March 2026

Presentations - 24th March 2026

Reference Site Visits - WC 13th April 2026

Contract Award by - 1st May 2026

Mobilisation Meeting - 10 days after contract award

Total value (estimated)

- £1,156,382.15 excluding VAT
- £1,387,658.58 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2026 to 31 August 2029
- Possible extension to 31 August 2031
- 5 years

Description of possible extension:

The contract will be awarded for a three-year duration with the option of two additional, one-year extensions.

This is subject to the satisfactory performance of the work.

Main procurement category

Services

CPV classifications

- 15894210 - School meals
- 55524000 - School catering services

Contract locations

- UKF2 - Leicestershire, Rutland and Northamptonshire

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

20 February 2026, 11:59pm

Tender submission deadline

27 February 2026, 4:00pm

Submission address and any special instructions

All questions raised will be logged and collated and written responses provided to all tendering organisations. The identity of tenderers raising any questions will remain confidential. A live clarification log of all questions and responses will be saved on the www.redboxportal.com website. This is accessible to all those who have expressed an interest in bidding.

Any questions raised where the information is already included in the document will be identified with a page number to refer to.

The deadline for the return of tender responses is 5pm 27th February 2026. All submissions should be made via the Red Box Portal at www.redboxportal.com. This is accessible by the client. Maximum file size is 4.5MB. Any files larger than this should be re-saved with lower resolution. Portal administrators and clients are unable to access the bids until the deadline has passed. No attachments will be opened or downloaded until after the tender response deadline. Contractors should receive a confirmation email once files are accessed.

No We Transfer files will be accepted.

Please complete your intention to bid on the opportunity via the www.redboxportal.com. This will enable both Red Box and the client to assess participation levels. If you intend to revoke your intention to bid, please log this on the portal and confirm via email that this is the case as a courtesy to the client.

Files are all available for download on the portal.

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

1 May 2026

Award criteria

| Name | Type | Weighting |
|---------|---------|-----------|
| Cost | Cost | 50% |
| Quality | Quality | 50% |

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

BISHOP STOPFORD SCHOOL

- Companies House: 07698789
- Public Procurement Organisation Number: PQCL-7719-CRZT

Bishop Stopford C Of E School, Headlands,,Kettering,NN15 6BJ

Kettering

NN15 6BJ

United Kingdom

Contact name: Dean Douthwaite / Neil Meadows

Email: admin@redboxcs.com

Region: UKF25 - North Northamptonshire

Organisation type: Public authority - sub-central government