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Tender

Prestigious Sites Catering Service

City of London Corporation

F02: Contract notice

Notice identifier: 2024/S 000-002177

Procurement identifier (OCID): ocds-h6vhtk-041dd3

Published 23 January 2024, 9:46am

Section I: Contracting authority

I.1) Name and addresses

City of London Corporation

Guildhall

London

EC2P 2EJ

Email

Daria.Faeti@cityoflondon.gov.uk

Telephone

+44 2076063030

Country

United Kingdom

Region code

UKI31 - Camden and City of London

Internet address(es)

Main address

<https://www.cityoflondon.gov.uk>

I.3) Communication

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

<https://www.capitalesourcing.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com>

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Prestigious Sites Catering Service

Reference number

itt_COL_17852

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The estimated contract value over seven (7) years is £25.5m. This has been calculated on the basis that this will be a £5m service contract, the concession element will be the £18.5m estimated supplier turnover and there will also be £2m commission income to the City of London Corporation (along with £340K investment requirement from the supplier).

Summary of requirements:

The Supplier shall be responsible for providing to the Mansion House:

- Civic Events - catering services for annual set-piece events in each Mayoral year, alongside further State or VIP events as they arise.
- Commercial Catering - catering services for external hire commercial clients, supporting the Mansion House income generation plans.
- Charity & Livery Functions - catering services for these further external hire clients, also in support of the Mansion House income generation plans.
- Private Domestic – a ‘food only’ provision for smaller dinners (up to twenty covers) within the Lord Mayor’s apartment

The Supplier shall be responsible for providing the following for the Central Criminal Court:

- Shrieval and Judges Lunches
- Catering services for evening and weekend events
- Breakfast and Lunch provisions for Barristers in Barristers Mess
- Jurors' lunches and ad-hoc grab and go catering provision.
- Catering options in the form of a “Convenience Hub” vending service for 2nd floor

- Kitchen Maintenance ensuring all Food Safety and Health and Safety compliance is met.
- Staffing of the Jurors', Barrister's Mess & Judges Dining Room when required
- Appropriate till system
- All sundries to include cutlery, crockery, white linen, staff uniforms

II.1.5) Estimated total value

Value excluding VAT: £25,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39310000 - Catering equipment
- 42933000 - Vending machines
- 55500000 - Canteen and catering services

II.2.3) Place of performance

NUTS codes

- UKI31 - Camden and City of London

II.2.4) Description of the procurement

The City Corporation is looking to appoint one single catering provider to run catering services in the City Corporation's prestigious sites. Including the initial scope of the contract are Mansion House and the Central Criminal Court.

The duration of the contract is five (5) years, subject to the right of the City Corporation (at its sole discretion) to exercise its right to extend the Contract by up to two (2) years. The maximum length of the contract is therefore seven (7) years.

The estimated contract value over seven (7) years is £25.5m. This has been calculated on the basis that this will be a £5m service contract, the concession element will be the £18.5m estimated supplier turnover and there will also be £2m

commission income to the City of London Corporation (along with £340K investment requirement from the supplier).

II.2.5) Award criteria

Quality criterion - Name: Technical/Quality / Weighting: 50

Quality criterion - Name: Responsible Procurement / Weighting: 15

Quality criterion - Name: Price/Commercial / Weighting: 35

Price - Weighting: 35

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

Start date

1 September 2024

End date

31 August 2029

This contract is subject to renewal

Yes

Description of renewals

The contract is expected to be for five (5) years, with an option to extend for a further two (2) years.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

As stated within the procurement documents.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated within the procurement documents.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open 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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-035267](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

22 February 2024

Local time

12:00pm

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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

23 January 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

This tendering exercise is being undertaken using the electronic tendering system 'capitalEsourcing' (www.capitalesourcing.com). Suppliers will need to register an interest on the system in order to participate and registration is free.

The estimated value given at II.2.6) is for the full duration of the contract including the maximum possible extensions. The estimated annual contract value is therefore £3,643,000.

We have reduced the timeframe for receipt of tenders following the publication of a PIN2023/S 000-035267

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom