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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](mailto: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

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**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

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## **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.

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## **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

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## **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](http://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