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Tender

## **Castle School Catering Tender**

Castle School

F02: Contract notice

Notice identifier: 2022/S 000-002869

Procurement identifier (OCID): ocds-h6vhtk-0311cf

Published 1 February 2022, 4:15pm

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

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

Castle School

Courtney Way

Cambridge

CB4 2EE

#### **Contact**

Lillian Leedham

#### **Email**

[finance@castle.cambs.sch.uk](mailto:finance@castle.cambs.sch.uk)

#### **Telephone**

+44 7223442400

#### **Country**

United Kingdom

**NUTS code**

UKH12 - Cambridgeshire CC

**Internet address(es)**

Main address

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

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA9341](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA9341)

**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 to the above-mentioned address

**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**

Castle School Catering Tender

Reference number

RM&C/2022/CS/350

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

- 55524000 - School catering services

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

Services

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

Castle School is an all age special educational needs (SEN) school for pupils with a wide range of complex learning difficulties. It is a warm and welcoming place and they strive to provide their pupils with a bespoke experience utilising their excellent staff and superb facilities. They have a strong sense of partnership with parents and together they work to ensure that their children receive the highest standard of education and care.

### **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

- UKH12 - Cambridgeshire CC

Main site or place of performance

Castle School, Courtney Way, Cambridge, CB4 2EE

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

Pupil Numbers: by year group

Nursery 1 0

Nursery 2 2

Reception 5

Year 1 9

Year 2 13

Year 3 14

Year 4 9

Year 5 14

Year 6 16

Year 7 16

Year 8 12

Year 9 18

Year 10 20

Year 11 13

Sixth Form 39

Total 200

UIFSM 29 - Note: N1 and N2 students do not receive UIFSM, but if in one of the infant classes do not get charged for school meals. Value: UIFSM children are funded at 2.35 GBP per meal, 190 days per year.

FSM 83 (of which 8 currently are UIFSM)

Value: Unlike mainstream schools, the school does not receive additional funding for each FSM eligible child. FSM meal charges have to be met from the funding intended for a child's education. Current charge is 2.30 GBP.

Pupil Paid Meal Uptake: 44

Value: Current meal price is 2.30 GBP throughout the school. Portion size for secondary and 6th Form is definitely an issue. We would be open to reviewing the offer for secondary and 6th form. Suppliers should be aware that classes are grouped according to need and development, not year group. So, a primary class/sitting may include students

who are in Year 8 and need a secondary portion size.

Meal Deal Price N/A

Breakfast N/A

Break N/A

Primary Lunch 2.30 GBP

Secondary Lunch 2.30 GBP

Staff Duty Meals Entitled: None

Staff Cash Meals No. of Staff: 135 / Uptake: less than 4 a day / Value: 2.30.GBP per person per meal. No options other than school lunch.

Pricings/Sales- Sales over 12 months – 2019-20 (pre Covid)

UIFSM Sales over 12 months 3,300 GBP

FSM Sales over 12 months 24,427 GBP

Pupil Paid Meal Sales over 12 months 19,487 GBP (includes primary, secondary and sixth form sales)

Staff Duty Meal Sales over 12 months 0 GBP

Staff Cash Sales over 12 months 1,603 GBP

Hospitality Sales over 12 months 0 GBP

Other Requests

Dishwater for greater efficiency

Update serving facilities – safer and better technology for keeping food warm

Composting of food waste

Current Contractor

Lunchtime

Locked in Policy: Yes

### **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

60

This contract is subject to renewal

Yes

Description of renewals

Renewal after 3 years possible based upon satisfactory performance.

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

Envisaged number of candidates: 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

## **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

15 March 2022

Local time

1:00pm

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

30 March 2022

#### **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=225258](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=225258).

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).

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:225258)

### **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>

**VI.4.2) Body responsible for mediation procedures**

RM&C Consultants Ltd

Suthernwood View, Woodcote Road

Reading

RG8 0JJ

Email

[Sue.allen@rmandcconsultants.co.uk](mailto:Sue.allen@rmandcconsultants.co.uk)

Telephone

+44 7939599571

Country

United Kingdom

Internet address

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