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Tender

## **The Key Educational Trust ~ Catering Tender**

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F02: Contract notice

Notice identifier: 2023/S 000-003114

Procurement identifier (OCID): ocds-h6vhtk-03a1fe

Published 1 February 2023, 2:05pm

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

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

The Key Educational Trust ~ Catering Tender

Old Road, Stone

Staffordshire

ST15 8JD

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKG2 - Shropshire and Staffordshire

**Internet address(es)**

Main address

<https://www.thekeyeducationaltrust.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/59X3Q67FSY>

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 Key Educational Trust ~ 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 successful tenderer will be required to provide catering services for The Key Educational Trust (KET).

#### **II.1.5) Estimated total value**

Value excluding VAT: £300,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKG2 - Shropshire and Staffordshire

Main site or place of performance

Shropshire and Staffordshire

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

The successful tenderer will be required to provide catering services for The Key Educational Trust (KET).

The contract covers the scope for the provision of all schools catering services, which also includes all hospitality and free issue requirements at the following sites;

- Christ Church Academy – Old Road, Stone, Staffordshire, ST15 8JD
- Christ Church First School - Northesk Street, Stone, Staffordshire, ST15 8EP
- Oulton First School – Rock Crescent, Oulton, Stone, Staffordshire, ST15 8UH

Below is an overview of the academies currently in the Trust:

#### Christ Church Academy (CCA)

The largest academy in the Trust, a middle school covering Year 5 to 8 (age 9-13yrs) and currently has 552 pupils and a PAN of 600. The school has a purpose-built dining centre, preparing and serving a range of hot and cold options for lunch. A range of pre-packed sandwiches and bottled drinks are also available. Additionally, the dining centre offers breakfast items during the morning break at a cost per item.

#### Christ Church CofE First School (CCFS)

Covers Reception to Year 4 (age 3-9yrs) and currently has 146 pupils and a PAN of 148.

#### Oulton CofE First School (OFS)

Covers Nursery (12 x 15 hour funded places), Reception to Year 4 (age 3-9yrs) and currently has 69 pupils and 11 filled nursery places. OFS PAN is 70 (reception to year 4).

Christ Church CofE First School receives its meals from Christ Church Academy, whereas Oulton CofE First School receives its meals from another school located outside The Key Educational Trust – As an output of this tender we would like to look at Oulton CofE First School receiving its meals also from Christ Church Academy.

The catering is currently delivered by way of contracted service.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of all catering services within the Trust. The high-quality service levels proposed, should maintain excellent standards throughout, resulting in a new food service offer with consistent high standards of food operations across all three Schools.

Regular customer and parental engagement will be required to ensure this is the case moving into the contract term.

These new standards of operation should meet the needs of the pupils' moving forwards into this contract term. The current range of foods needs to be expanded along with the service provision. It is one of the objectives of this tender that the successful contractor will utilise the local supply chain and farming "belt" in the Staffordshire area to source all fresh produce, namely being:

Bakery Products

Meat

Fruit and Vegetables

Dairy Products

The contract will operate on a guaranteed cost basis with all universal free school meals and free school meals charged to the client monthly at the gross tariff price. All hospitality will be charged on a net food cost basis.

The approximate cost of the contract per annum is £50,000.00 plus VAT

The Key Educational Trust is expected to grow in the number of schools becoming part of the trust during this contract period, and the provision of catering services within these schools when they have joined the MAT will fall under the scope of this contract. The successful contractor will be expected to provide this service within these additional schools using the same costing model, ratios etc. that they applied to their successful tender submission for The Key Educational Trust at the point of tender submission. The duration of contract for these schools will not be increased and they will join the contract for the remaining contract period that exists at the point of entry into the KET.

Please note: Further schools may be added to the contract during the tender process and during the life of the contract as detailed above.

See SQ document for further details.

#### **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: £300,000

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

Start date

1 August 2023

End date

31 July 2029

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

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## **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

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## **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

10 March 2023

Local time

12:00pm

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

3 April 2023

#### **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**

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-Staffordshire:-School-catering-services./59X3Q67FSY>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/59X3Q67FSY>

GO Reference: GO-202321-PRO-22021447

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Key Educational Trust

Staffordshire

Country

United Kingdom