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Tender

## **West Walthamstow Partnership Catering Tender**

Willowfield School

F02: Contract notice

Notice identifier: 2023/S 000-003302

Procurement identifier (OCID): ocds-h6vhtk-03a273

Published 2 February 2023, 3:31pm

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

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

Willowfield School

209 Blackhorse Road

Walthamstow

E17 6ND

#### **Contact**

Mike Thomas

#### **Email**

[Mike.thomas@willowfield-school.co.uk](mailto:Mike.thomas@willowfield-school.co.uk)

#### **Telephone**

+44 2085274065

#### **Country**

United Kingdom

**NUTS code**

UKI53 - Redbridge and Waltham Forest

**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**

West Walthamstow Partnership Catering Tender

Reference number

RM&C/2023/WWP/389

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

- 55524000 - School catering services

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

Services

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

The West Walthamstow Partnership is three schools: Willowfield School, Kelmscott Secondary School and Barn Croft Primary School. They are putting their catering contracts out to tender with the contract start date being 1st September 2023. This will be one lot. There will be staff in LGPS.

#### **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

- UKI53 - Redbridge and Waltham Forest

Main site or place of performance

Willowfield School, E17 6ND / Kelmscott Secondary School, E17 8DN / Barn Croft

Primary School, E17 8SB

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

Willowfield School:

Pupil Numbers: - by year group

Year 7 210 Year 8 210 Year 9 210 Year 10 180 Year 11 180 Sixth Form 0

Total 990

Sales for last academic year September 2021 to August 2022

FSM Sales 65,515 GBP

Pupil Paid Meal Sales Breakfast: 151 GBP – only provide a free breakfast, charged 50p per student

Break: 45,487 GBP

Lunch: 122,000 GBP

Staff Duty Meal Sales 498 GBP

Staff Cash Sales 5,988 GBP

Hospitality Sales 9,045 GBP

Service Times:

Breakfast: 08:00 – 08:30

Break: 12:20 – 11:10

Lunch: 12:00 – 14:40 (currently have three lunches)

Sixth Form: N/A

Locked in Policy: Yes

Current Contractor: Olive Dining

Kelmscott Secondary School

Pupils Number

Pupil Numbers: - by year group

Year 7 227

Year 8 194

Year 9 202

Year 10 179

Year 11 179

Sixth Form 0

Total 681

Sales for last academic year September 2021 to August 2022

FSM Sales 40,057 GBP

Pupil Paid Meal Sales 67,170 GBP

Staff Duty Meal Sales Not recorded

Staff Cash Sales Not distinguished

Hospitality Sales Not recorded

Service Times

Breakfast: 07:30 – 08:30

Break: 10:40 – 11:00

Lunch: 12:40 – 13:30 (may change in Sept 2023 to 11:50 – 13:30)

Sixth Form: N/A

Locked in Policy: Yes

Current Contractor: In House

Barn Croft Primary School

Pupils Number

Pupil Numbers: - by year group

Nursery 22

KS1 83 (max no is 90)

KS2 108 (max no is 120)

Total 213

Sales for last academic year September 2021 to August 2022

UIFSM Sales 34,086 GBP

FSM Sales 12,236 GBP

Pupil Paid Meal Sales 21,850 GBP

Staff Duty Meal Sales N/A

Staff Cash Sales 403GBP

Hospitality Sales N/A

Lunch Time: 11:50 – 13:15

Current Contractor: London Borough of Walthamstow

#### **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 is possible after three years subject to 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

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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

17 March 2023

Local time

1:00pm

#### **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**

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=228638](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=228638).

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:228638)

### **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

South Stoke, Reading

RG8 0JJ

Email

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

Telephone

+44 7786312805

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United Kingdom

Internet address

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