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Tender

Westfield Academy - Provision of a Catering Service

Westfield Academy (Watford)

F02: Contract notice

Notice identifier: 2021/S 000-003491

Procurement identifier (OCID): ocds-h6vhtk-02950b

Published 22 February 2021, 5:25pm

Section I: Contracting authority

I.1) Name and addresses

Westfield Academy (Watford)

Tolpits Lane, Watford

Hertfordshire

WD18 6NS

Email

derek.hatcher@tenetservices.com

Telephone

+44 1923231560

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<http://www.westfield.herts.sch.uk>

Buyer's address

<http://www.westfield.herts.sch.uk>

I.3) Communication

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

<https://suppliers.multiquote.com>

Additional information can be obtained from another address:

Westfield Academy (Watford)

Tolpits Lane, Watford

Hertfordshire

WD18 6NS

Email

derek.hatcher@tenetservices.com

Telephone

+44 1923231560

Country

United Kingdom

NUTS code

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Internet address(es)

Main address

<http://www.westfield.herts.sch.uk>

Buyer's address

<http://www.westfield.herts.sch.uk>

Tenders or requests to participate must be submitted electronically via

<https://suppliers.multiquote.com>

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

Westfield Academy - Provision of a Catering Service

Reference number

CA8380 -

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Westfield Academy requires a catering service for the provision of school lunches to students and staff at the school.

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
- 55500000 - Canteen and catering services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

II.2.4) Description of the procurement

Westfield Academy requires services from a contracting partner that replicate its ethos of service and quality provision.

The Westfield Academy is looking to introduce a new (3 years with 2 x 12 month extensions) catering contract with the following aims:

Provide students/staff with freshly produced food, choice, value and options to encourage sensible and healthy eating, in addition would welcome high street options.

A staff catering facility with a pre-booked and delivered lunch service option for staff with a limited break time.

Hospitality – service for meetings, Westfield Academy events etc. Contractors should offer an imaginative range of buffet options

Source of income to the Westfield Academy

Other considerations include

- o Menu Selection
- o Pricing Policy
- o Operational policies: i.e. minimum notice for delivery etc.
- o Quality statement: use of Fair-trade / fresh bean coffee etc.
- o Portion size specification – coffee x 2 cups per person etc.
- o Any exceptional circumstances

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

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

60 month(s) from the commencement date, with 36 initial month(s) and option to extend 2x12 month(s)

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

In the first instance, candidates should register with [multiquote.com](https://www.multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://www.multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://www.multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

III.1.2) Economic and financial standing

List and brief description of selection criteria

In the first instance, candidates should register with [multiquote.com](https://www.multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of

the [multiquote.com](https://www.multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://www.multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Minimum Turnover: £

Minimum Insurance Levels: £5m PL & EL

III.1.3) Technical and professional ability

List and brief description of selection criteria

In the first instance, candidates should register with [multiquote.com](https://www.multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://www.multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://www.multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

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

Date

23 April 2021

Local time

10:00am

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

23 April 2021

Local time

10:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Section II.3) – dates refer to the initial contract period and do not include the options of any extensions.

Section IV.3.5) – any dates shown are an estimate.

In the first instance, candidates should register with www.multiquote.com and express an interest in the contract, full details of the contract will be available.

The Contracting Authority shall not be under any obligation to accept any tender. The Contracting Authority reserves the right to cancel the entire or parts of the tender, without such an action conferring any right to compensation on the Tenderers.

The Contracting Authority has no liability to settle any cost incurred by the tenderer as a result of the tendering procedure.

VI.4) Procedures for review

VI.4.1) Review body

Tenet

Procurement House, 23 Leslie Hough Way

Salford

M6 6AJ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not been successfully resolved then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly (generally within 3 months).