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Tender

Leeds Diocesan Learning Trust Catering Services Framework Agreement

RED BOX CONSULTANCY SERVICES LIMITED

F02: Contract notice

Notice identifier: 2024/S 000-003791

Procurement identifier (OCID): ocids-h6vhtk-043766

Published 5 February 2024, 10:12pm

Section I: Contracting authority

I.1) Name and addresses

RED BOX CONSULTANCY SERVICES LIMITED

1 Innisfree Close

HARROGATE

HG28PL

Contact

Neil Meadows

Email

nm@redboxcs.com

Telephone

+44 1423810985

Country

United Kingdom

Region code

UKE - Yorkshire and the Humber

Companies House

05126781

Internet address(es)

Main address

www.redboxportal.com

I.3) Communication

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

www.redboxportal.com

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

Leeds Diocesan Learning Trust Catering Services Framework Agreement

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The Leeds Diocesan Learning Trust has decided to tender their catering services to investigate the financial and qualitative benefits they could be offered through this process as a Framework Agreement with potential to grow over time as the Trust evolves.

The Schools involved are: -

- Carleton Endowed CofE Primary School, Skipton
- Christ Church CE (VC) Primary School, Skipton
- Roecliffe Church of England Primary School, Boroughbridge
- Dacre Braithwaite Church of England Primary School, Harrogate
- The Federation of Holy Trinity Schools and Nursery, Ripon
- The Federation of Grewelthorpe CE Primary School, Fountains CE Primary School & North Stainley Church of England Primary School, Ripon
- St Matthew's Church of England (Aided) Primary School, Chapel Allerton Leeds
- Barwick in Elmet Church of England Primary School, Leeds
- Roundhay St John Church of England Primary School, Leeds

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber

II.2.4) Description of the procurement

The Leeds Diocesan Learning Trust wish to be at the forefront of school catering and as such require a modern, branded offer that reflects the leading trends in the industry.

At this time, the Trust's wish is to commence a catering contract, with a partner who shares their vision for a customer-focused service that attracts the maximum number of students. The meals that are to be provided must be appealing to customers, imaginative, provide good value for money and be nutritionally balanced to encourage all students to make an educated choice.

The Trust's objectives for the new contract are as follows:-

- A catering service that is well managed and requires minimal involvement from the Trust's management team.
- A strong Contractor Area Manager who will develop and lead the team to deliver exceptional customer service, a consistently high quality food offer and spend a substantial amount of time on site at the outset to undertake this.
- A Contractor who is proactive in their relationship management with the Trust.
- Investment in the Trust's Catering service through increased marketing in return for a tenure of contract.
- A higher number of students and staff using the facilities by providing a high quality, affordable and nutritious meal.
- A catering service that encourages students to take a healthy and balanced meal.
- Food and drinks that look appetising and are attractively presented.
- A hospitality service that will help showcase the Trust through events to parents and visitors.

- A Contractor that adopts a flexible and proactive approach to all Trust activities.
- A service that is professionally merchandised and marketed with discretion and to the mutual benefit of the Trust and the Contractor.
- A Contractor that operates using the optimum level of staffing.

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

36

This contract is subject to renewal

Yes

Description of renewals

2 possible 1 year extensions

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Site Visits to Leeds Diocesan Learning Trust Schools

St John's CE Primary Roundhay, Leeds 11:30am 19th Feb 2024

St Matthews CE Primary, Chapel Allerton, Leeds 12:30pm 19th Feb 2024

Dacre Braithwaite CE Primary School, Harrogate 11am 20th Feb 2024

Fountains CE Primary School, Ripon 12 noon 20th Feb 2024

Grewelthorpe CE Primary School, Ripon 12:45pm 20th Feb 2024

Carleton Endowed CE Primary School 11:30am 21st Feb 2024

Christ Church CE Primary School, Skipton 12:30pm 21st Feb 2024

North Stainley CE Primary School 11am 22nd Feb 2024

Roecliffe CE Primary School, Boroughbridge 12:30pm 22nd Feb 2024

Holy Trinity Infants CE Primary School, Ripon 11am 23rd Feb 2024

Holy Trinity Juniors CE Primary School, Ripon 11:45am 23rd Feb 2024

Barwick in Elmet CE Primary School 11:30am 26th Feb 2024

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

18 March 2024

Local time

9:30am

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

Tender must be valid until: 31 August 2024

IV.2.7) Conditions for opening of tenders

Date

18 March 2024

Local time

9:31am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Issue of Invitation to Tender 5th February 2024

Bidding Companies to Visit Sites 19th February to 26th February inclusive.

Clarification Deadline 12 noon Wednesday 6th March 2024

Clarification Return Deadline * 12 noon Wednesday 13th March 2024

Deadline for return of Tender Responses 9:30am Monday 18th March 2024

Presentation by shortlisted bidders All Day Wednesday 10th April 2024

Reference site visits w/c 15th April 2024

Contract Awarded by 22nd April 2024

Mobilisation Meeting TBC April 2024

Contract Commencement 1st September 2024

VI.4) Procedures for review

VI.4.1) Review body

Red Box Consultancy Services Ltd

Harrogate

Country

United Kingdom