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Tender

## **St Joan of Arc Catholic School Catering Tender**

St Joan of Arc Catholic School

F02: Contract notice

Notice identifier: 2022/S 000-003988

Procurement identifier (OCID): ocds-h6vhtk-03162f

Published 11 February 2022, 12:15pm

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

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

St Joan of Arc Catholic School

High Street

Rickmansworth

WD3 1HG

#### **Contact**

Lindsay Unsworth

#### **Email**

[lunsworth@joa.herts.sch.uk](mailto:lunsworth@joa.herts.sch.uk)

#### **Telephone**

+44 1923721896

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**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**

St Joan of Arc Catholic School Catering Tender

Reference number

RM&C/2022/JOA/354

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

- 55524000 - School catering services

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

Services

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

St Joan of Arc School is an academy situated on the High Street in the centre of Rickmansworth which is a small, prosperous, mainly residential, town in southwest Hertfordshire. The school is a Catholic secondary school with approximately 1230 pupils aged between 11 and 18 and it is part of the Diocese of Westminster. It is a mixed school and is non-selective academically but as it is a faith school the Governors encourage applications from parents/carers who wish their child to receive a Catholic education. The school has a large catchment area which extends from Rickmansworth into Buckinghamshire, the London suburbs and Watford.

Overall, the school has an excellent reputation, is oversubscribed and academic standards are above average.

The school is keen to continue to develop the catering service in the school. The school requires an innovative school catering service that will reflect the school's policy to actively promote healthy eating.

The kitchen was completely refurbished, with the exception of the floor, 15 years ago. The kitchen is compact but is fit for purpose and is capable of providing both traditional meals and grab and go food. If the contractor is willing to invest in the kitchen area or the possibility of a catering pod it should state that this is the case in its proposal and this can be discussed in more detail at the presentation stage of the tendering process.

#### **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

- UKH23 - Hertfordshire

Main site or place of performance

St Joan of Arc Catholic School, High Street, Rickmansworth,

Hertfordshire, WD3 1HG

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

Pupil Numbers: - by year group

Year 7 202

Year 8 221

Year 9 216

Year 10 209

Year 11 197

Sixth Form Year 12 81

Sixth Form Year 13 106

Total 1232

Pricings/Sales Price

Meal Deal Price 2.40 GBP

FSM- Entitled: 70

Uptake: 75%

Value: 2.40 GBP

Pupil Paid Meal Uptake: 50%

Value: avg spend 1.65 GBP

Staff Duty Meal Entitled: 35

Uptake: 55%

Value: 2.40 GBP with avg spend of 2.05 GBP

Staff Cash Meals

No of Staff: 140 (89 teaching staff and 51 support staff)

Uptake: 20%

Value: avg spend of 2.00 GBP

Sales over last 2 years trading not typical due to covid - school closed for 12 weeks out of 38 weeks in each academic year:

FSM Sales over 24 months 16,000 GBP

Pupil Paid Meal Sales over 24 months 427,000 GBP

Staff Duty Meal Sales over 24 months 8,000 GBP

Staff Cash Sales over 24 months 8,000 GBP

Hospitality Sales over 24 months 9,000 GBP

Service Times

Breakfast (not a club): 08:00 – 08:45

Break: 09:45 – 10:05 / 10:50 – 11:10

Lunch: 12:10 – 12:35 for Yrs 7,8 & 9 / 12:45 – 13:10 for Yrs 10,11,12 & 13

Locked in Policy: Yes for Yrs 7-11

Current Contractor

Accent

#### **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 is possible 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

25 March 2022

Local time

1:00pm

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

28 April 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=225351](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=225351).

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:225351)

### **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

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United Kingdom

Internet address

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