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Tender

Tender for the Management of the Catering Services at Wickersley Partnership Trust

Wickersley Partnership Trust

F02: Contract notice

Notice identifier: 2022/S 000-004283

Procurement identifier (OCID): ocids-h6vhtk-031757

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Section I: Contracting authority

I.1) Name and addresses

Wickersley Partnership Trust

C/O Clifton Community School Campus

Cranworth Road

S65 1LN

Contact

Lauren Baxter

Email

lb@redboxcs.com

Telephone

+44 1423810985

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

www.redboxcs.com

Buyer's address

<https://wickersleypt.org/>

I.3) Communication

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

www.redboxcs.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.redboxcs.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

Tender for the Management of the Catering Services at Wickersley Partnership Trust

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Wickersley Partnership Trust have decided to tender their catering services to investigate the financial and qualitative benefits they could be offered through this process and align the services across the Trust.

The schools involved are: -

- Aston Hall Junior and Infant School
- Aston Lodge Primary School
- Brinsworth Whitehill Primary School
- Foljambe Primary School
- Rawmarsh Ashwood Primary School
- Rawmarsh Community School
- Rawmarsh Monkwood Primary School
- Rawmarsh Sandhill Primary School
- Thrybergh Primary School
- The Gainsborough Academy

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

Main site or place of performance

Ashwood Primary School

Ashwood Road, Parkgate, Rotherham, South Yorkshire, S62 6HT

Aston Hall Junior and Infant School

Church Lane, Aston, Sheffield, S26 2AX

Aston Lodge Primary School

Lodge Lane, Aston, Sheffield, S26 2BL

Brinsworth Whitehill Primary School

Howlett Drive, Brinsworth, Rotherham, S60 5HT

Foljambe Primary School

Foljambe Drive, Dalton, Rotherham, S65 4HQ

Monkwood Primary School

Estate Road, Rawmarsh, Rotherham, S62 7JD

Sandhill Primary School

Kilnhurst Road, Rawmarsh, Rotherham, S62 5HL

Thyrbergh Primary School

Park Lane, Thrybergh, S65 4BP

Rawmarsh Community School

Monkwood Road, Rawmarsh, Rotherham, S62 7GA

The Gainsborough Academy

Sweyn Lane, Gainsborough, Lincolnshire, DN21 1PB

II.2.4) Description of the procurement

Tender Schedule

Bidding Companies to Visit Sites 8th, 9th, 10th, 11th, 15th, 16th March

Contractor and Trust Leadership Call 2:30pm Thursday 17th March 2022

Clarification Deadline 12noon Wednesday 23rd March 2022

Clarification Return Deadline * 5pm Friday 25th March 2022

Deadline for return of Tender Responses 12noon Friday 1st April 2022

Presentation by shortlisted bidders 26th April 2022- Time to be confirmed

Reference site visits 4th and 5th May 2022

Contract Awarded by (Target Date) 20th May 2022

Mobilisation Meeting (Provisional) 9am Wednesday 8th June 2022

Contract Commencement 1st September 2022

*Please note there may be certain information that is unavailable by the deadline and anything that has not been identified may need to be included but caveated.

Presentations:

A typical agenda is likely to be:

Contractors will have 45 minutes to deliver a presentation to the Trust.

The agenda will be a short introduction - approximately 5 minutes, followed by a presentation of foods that the Trust would expect to see on the day-to-day menus - approximately 25 minutes, and then followed by questions and answers - approximately

15 minutes.

It will be a requirement of the presentation that the area or operations manager who would have direct responsibility for the contract is present.

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. If possible, the Trust would like a dedicated person to manage the 10 schools. The Group Manager is included in the TUPE information.
- A Contractor who is proactive in their relationship management with the Trust, with good communication with key staff in each school.
- A Contractor with a clean line of communication and escalations for the schools to deal with any issues efficiently and effectively.
- Investment in the Trust's Catering service through increased marketing, equipment to enhance the services and educational events in return for a tenure of contract.
- Develop a partnership with a Contractor with a strong ethical policy, who will not only educate pupils on recycling, the environment, reducing their carbon footprint but also facilitate this and lead by example.
- Encourage the pupils and service to reduce plastics, increase recycling, reduce delivery miles and food waste.
- To find a Contractor who can work with the Trust to help those in the community who may be struggling to buy food for their families.
- 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 on a regular basis but also gives them the opportunity to try new foods that they may not have tried before.
- 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 across both primary and secondary settings.
- A Contractor that operates using the optimum level of staffing and management structure to support the Contract and the Schools.

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

The option to extend is for two, one year extensions at the end of the initial contract period.

Any investment must be depreciated over the initial contract period of 36 months. Renewals will not be made to extend the recovery period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

To receive the full ITT documentation - Email admin@redboxcs.com for the attention of Lauren Baxter or Neil Meadows.

The main evaluation is split 50/50 with financial and quality.

References will be collected as part of the evaluation.

Presentations are the second round of evaluation, they are not included in the main evaluation scoring.

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: No

IV.2) Administrative information

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

Date

1 April 2022

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

1 April 2022

Local time

12:01pm

Place

Electronic versions only - Paper based documents not required.

Information about authorised persons and opening procedure

The bids will be opened by the appointed procurement person for the Trust after the 12noon deadline 25th February 2022.

CFO and CEO will be present to open all bids.

Consultant will also acknowledge receipt of all bids as they arrive but no documents will be opened or downloaded until after the 12noon deadline.

On opening, any documentation will be requested and Contractors will have until 4pm on the 1st April 2022 to send any missing documents.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

For more information contact admin@redboxcs.com

Subject - Wickersley Partnership Trust FAO of Lauren

VI.4) Procedures for review

VI.4.1) Review body

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Harrogate

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Country

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Internet address

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