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Tender

## **Highworth Grammar School ~ Catering Tender**

Highworth Grammar School

F02: Contract notice

Notice identifier: 2024/S 000-004836

Procurement identifier (OCID): ocids-h6vhtk-0439d8

Published 13 February 2024, 4:05pm

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

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

Highworth Grammar School

Highworth Grammar School, Maidstone Road

Ashford

TN24 8UD

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKJ4 - Kent

**Internet address(es)**

Main address

<https://www.highworth.kent.sch.uk/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/23DVP54YN4>

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**

Highworth Grammar School ~ Catering Tender

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

- 55524000 - School catering services

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

Services

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

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service not only within the existing facilities, but also by developing and extending the service available to the 1,535 students on roll and 155 teaching and support staff. The school would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,320,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKJ4 - Kent

Main site or place of performance

Kent

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

Highworth Grammar School is a successful 11-18 selective girls' school including 80 boys in the sixth form. The school is widely recognised as being innovative and highly successful. During the June 2013 Ofsted inspection, the school was judged to be an outstanding school. In 2019 our A level results placed us in the top 25% of schools nationally. The school was previously granted speciality status for music and became an Academy in 2011.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service not only within the existing facilities, but also by developing and extending the service available to the 1,535 students on roll and 155 teaching and support staff. The school would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for a minimum of three years in duration from 1 August 2024 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the school additional investment and a guaranteed return for the provision of catering services.

The number of days when the school will be open to students will be close to 190 days but varies depending on the spread of the term dates. It will typically be between 185 and 190 days (187 in 2023/24). On staff development days (5 in 2023/24) hospitality is required, as lunch will be provided for staff.

The contract offered covers the scope for the provision of all catering services within the school, which currently includes morning break, lunch, all hospitality and free issue requirements. Free School meals and hospitality will be charged based on consumption and at net food cost.

Whilst the School prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

Please see SQ Document for more information

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £1,320,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2024

End date

31 August 2029

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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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

22 March 2024

Local time

12:00pm

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

22 April 2024

#### **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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://litmustms.co.uk/tenders/UK-UK-Ashford:-School-catering-services./23DVP54YN4>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/23DVP54YN4>

GO Reference: GO-2024213-PRO-25165781

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Highworth Grammar School

Highworth Grammar School, Maidstone Road

Ashford

TN24 8UD

Country

United Kingdom