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Tender

St Olave's Grammar School Catering Tender 2021

Procurement for Schools Ltd

F02: Contract notice

Notice identifier: 2021/S 000-005718

Procurement identifier (OCID): ocds-h6vhtk-029dc7

Published 22 March 2021, 9:48am

Section I: Contracting authority

I.1) Name and addresses

Procurement for Schools Ltd

63 Grimthorpe House, Agdon Street

London (Greater)

EC1V 0BP

Email

mnewell@procurementforschools.com

Telephone

+44 7557977839

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<http://www.procurementforschools.com>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42687

I.3) Communication

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

<https://www.dropbox.com/sh/4r7wgt3fk5lki9y/AADtk2IY0TMwOXWLvUKD1Y8la?dl=0>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.dropbox.com/request/372m129Xal2tJyRIE7jf>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

St Olave's Grammar School Catering Tender 2021

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Saint Olave's Grammar School requires services from a contracting partner that replicate its ethos of service and quality provision. As well as the expected professionalism the following key contract requirements need to be considered by the Contractors:

Price sensitivity and value for money are a key priority for students using the services. The Contractor must demonstrate their awareness of the need to continually review their pricing policy along with benchmarking with other similar Saint Olave's Grammar Schools and local public sector establishments.

Please view the Specification for complete requirements for this tender opportunity.

II.1.5) Estimated total value

Value excluding VAT: £299,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 55520000 - Catering services
- 55500000 - Canteen and catering services
- 55524000 - School catering services

- 55523000 - Catering services for other enterprises or other institutions

II.2.3) Place of performance

NUTS codes

- UKI61 - Bromley

II.2.4) Description of the procurement

Scope and Objectives

Saint Olave's Grammar School requires services from a contracting partner that replicate its ethos of service and quality provision. As well as the expected professionalism the following key contract requirements need to be considered by the Contractors:

Price sensitivity and value for money are a key priority for students using the services. The Contractor must demonstrate their awareness of the need to continually review their pricing policy along with benchmarking with other similar Saint Olave's Grammar Schools and local public sector establishments.

During opening hours, the duty of care to their own staff and Saint Olave's Grammar School users must be the responsibility and under the control of the catering contractor.

Rubbish clearance, cleaning of the kitchen and front of house structure including the kitchen area floor, the clearing of tables and the cleaning up of all spillages throughout the catering areas, will be the responsibility of the catering contractor.

The Refectory area floors will be cleaned thoroughly by the catering contractor daily. The cleaning of the kitchen, serving stations and other specialist facilities will be the sole responsibility of the catering contractor; this will include all equipment, catering surfaces.

The Contractor will be asked to meet regularly with the student body by invitation to the Saint Olave's Grammar School Council meetings. The on-site Catering manager will be asked to meet, at least monthly, with students' representatives of the Saint Olave's Grammar School. The Contractor will also be asked to meet regularly (monthly) with the Saint Olave's Grammar School for a business review and update.

The Contractor must allow for the cost of an annual deep clean in their proposal submissions.

Fair-trade is very popular with students and they are very aware of the need to support sensitive issues such as Fair-trade, sustainability and recycling. Therefore, Contractors are to be proactive in these areas.

A facility to record and then charge the Saint Olave's Grammar School for internal Hospitality menu offer.

The above considerations are not exhaustive but are key issues for contract considerations by the main service users.

Please view the complete Specification as part of the tender to learn more about the requirements.

II.2.5) Award criteria

Quality criterion - Name: Method statement / Weighting: 20

Quality criterion - Name: Meal Sampling and Catering Service Review / Weighting: 10

Quality criterion - Name: Contactable References x5 / Weighting: 20

Quality criterion - Name: Presentation / Weighting: 10

Cost criterion - Name: Price / Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £299,000

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

After 3 years an additional 2 year extension can be awarded.

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

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

Restricted to the borough.

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

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

Site visits to sample meals

Due to location restrictions please confirm that you understand and agree that the school has the right to decline an invite to your site to sample school meals and your service if your site is located too far from Saint Olave's Grammar School to visit. The school you submit for Saint Olave's to visit must be within the borough of Bromely – Any school outside the borough can be rejected by Saint Olave's to visit.

In the event that a meal sampling cannot take place due to COVID rules/risks and schools restrict access to visitors St Olave's Grammar School will use an alternative methodology to score this stage, i.e a virtual multimedia submission.

The school has the right to reject any proposals that cannot pass this pre-qualifying criteria.

Company experience pre-qualifying criteria

In order for your company to demonstrate your catering experience for the St Olave's Grammar School your company must have at least 2 existing grammar schools or similar sized school with a similar operation as a client which St Olave's Grammar School can use as a reference. Your tender submission will not be evaluated if no Grammar school or similar sized school can be supplied as part of your reference submission.

Grammar, secondary and colleges will be acceptable.

The school has the right to reject any proposals that cannot pass this pre-qualifying criteria.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Company experience pre-qualifying criteria

In order for your company to demonstrate your catering experience for the St Olave's Grammar School your company must have at least 2 existing grammar schools or similar sized school with a similar operation as a client which St Olave's Grammar School can use as a reference. Your tender submission will not be evaluated if no Grammar school or similar sized school can be supplied as part of your reference submission.

Grammar, secondary and colleges will be acceptable.

The school has the right to reject any proposals that cannot pass this pre-qualifying criteria.

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: No

IV.2) Administrative information

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

Date

30 April 2021

Local time

2:00pm

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

30 April 2021

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

Duration in months: 6 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

(MT Ref:222316)

VI.4) Procedures for review

VI.4.1) Review body

St Olave's Grammar School

London

Country

United Kingdom

Internet address

<https://www.saintolaves.net/>