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Contract

West Yorkshire Schools Group Tender for Catering Services

RED BOX CONSULTANCY SERVICES LIMITED

F03: Contract award notice

Notice identifier: 2022/S 000-005749

Procurement identifier (OCID): ocds-h6vhtk-02f624

Published 2 March 2022, 4:30pm

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

NUTS code

UKE22 - North Yorkshire CC

Internet address(es)

Main address

www.redboxcs.com

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

West Yorkshire Schools Group Tender for Catering Services

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The group of West Yorkshire Primary Schools have come together to tender their catering services to investigate the financial and qualitative benefits they could be offered through this process.

The Schools involved and contract start date are :-

Horsforth Newlaithes Primary School 1st April 2022

Broadgate Primary School TBC

Ireland Wood Primary School TBC

Burley Oaks Primary School 1st September 2022

Crossflatts Primary School 1st August 2022

Salus House School 1st April 2022

The Contract Duration and Structure

The Contract will be awarded for a three-year duration with the option of two additional oneyear extensions. Each School will sign a separate agreement with the successful tendering

organisation. There are differing contract start dates detailed above.

The financial structure of the contract is designed to reflect the Schools' aims to reward the Contractor in a fair manner and based upon contract delivery and to have an open-book agreement that is easily auditable

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £615,060

II.2) Description

II.2.2) Additional CPV code(s)

- 15894210 - School meals

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber

Main site or place of performance

Horsforth Newlaithes Primary School, LS18 4PT

Broadgate Primary School, LS18 5AF

Ireland Wood Primary School , LS16 6BW

Burley Oaks Primary School, LS29 7EJ

Crossflatts Primary School, BD16 2EP

II.2.4) Description of the procurement

The Schools 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 Schools wish 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 Schools objectives for the new contract are as follows:-

A catering service that is well managed and requires minimal involvement from the Schools management team.

A strong Contractor Area Manager who will develop and lead the team to deliver a customer service focused 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 Schools.

Investment in the Schools 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 Schools through events and to visitors.

A Contractor that adopts a flexible and proactive approach to all Schools activities.

A service that is professionally merchandised and marketed with discretion and to the

mutual benefit of the Schools and the Contractor.

A Contractor that operates using the optimum level of staffing.

Develops a community food provision that extends to staff, parents, visitors, and the immediate neighbourhood and promotes food education for all stakeholders.

Is professionally marketed and promoted to the mutual benefit of the pupils, parents, Schools, and contractor.

Demonstrates a flexible approach to all School activities and supports aspects of the curriculum as appropriate, including positively contributing to the education of pupils about food and nutrition.

Is managed by an organisation who works with the Schools in partnership to move the service forward together.

Achieves best value and eliminates any subsidies as far as is realistically possible.

Tender Schedule

Publication of advert - November 12th 2021

Bidding companies to visit the schools November 22nd, 23rd, 24th 2021

Clarifications to admin@redboxcs.com by noon November 26th 2021

Deadline for return of tender responses 14th January 2022

Presentations by shortlisted Contractors

1st February 2022

Site visits or references may take place before Week commencing

Monday 7th February 2022

Contract awarded by Friday 11th February 2022

Mobilisation Meeting TBC

Contract Commencement 1st April, 1st August and 1st September 2022 (variable start dates)

Instructions to tenderers

Please read this entire document before completing your return.

The information disclosed in your response will be used for evaluation purposes, except if otherwise indicated.

Please answer all appropriate questions and sign where specified. Clearly reference your replies and any supporting documentation.

All answers must be fully completed even if you have previously submitted information. It is not sufficient to cross refer to previous responses.

Do not submit sales or promotional material. This avoids waste and enables the evaluation team to focus more objectively on tenderers' suitability.

Documents should be returned as hard (paper) copies via post or courier only.

The closing date for receipt of the completed tender responses is 12noon, Friday 14th January 2022 One paper copy should be sent to:

Broadgate Primary School, North Broadgate Lane, Horsforth, Leeds, West Yorkshire, LS18 5AF

FAO: Lorna Sheard Business Manager

Documents should be placed in plain wrapping labelled only with "Catering Contract Tender Response - Confidential". This should then be placed in an additional envelope addressed for the attention of Lorna Sheard as stated above. It should also be labelled with

"Catering Contract Tender Response - Confidential".

None of the envelopes or wrapping containing the tender responses must bear any reference to your organisation, the internal document can be branded. Failure to comply with this will result in automatic disqualification from the tender process.

Once all compliant hard copies have been received, tenderers will be informed and requested to send soft copies to admin@redboxcs.com. Please note that any electronic copies received before the request for soft copies has been made will be discarded and could result in disqualification from the tender process.

Site Visits to the Schools 22nd, 23rd, 24th November 2021

Visit to the Schools have been scheduled as follows:

Ireland Wood Primary School , 10.45 am arrive 22nd Nov 2021

Horsforth Newlaithes Primary, 12.15 pm arrive, 22nd Nov 2021

Broadgate Primary School, 10.45 am arrive, 23rd Nov 2021

Burley Oaks Primary School, 12.30 pm arrive, 23rd Nov 2021

Crossflatts Primary School, 11.15 am arrive , 24th Nov 2021

Salus House School , No visit , Possible January 2022

During the visit, tenderers will have the opportunity to briefly view the kitchen and service area. Due to pandemic restrictions, it will only be possible for one member of your team to attend the site visit; please adhere to this request. Please provide the name and DBS details of the person attending for security purposes when confirming your intention to bid (on the Form of Acknowledgement) Contractors are reminded NOT to direct any questions to members of the catering team during the site visit.

General queries about the School and technical questions should be emailed to Red Box at admin@redboxcs.com. All questions and answers will be circulated to all tenderers once the visits are completed.

Presentation

1st February 2022 - TBC School

Short-listed organisations will be invited to present to representatives from the Schools. As soon as the timings of presentations on 1st February 2022 have been confirmed it will be communicated to all tendering organisations. Please ensure that you keep that day free for presentations. An agenda will be provided nearer the time detailing how long you have and the areas that you will be asked to present and discuss on. It will be a requirement of the presentation that the Area or Operations Manager who will have direct responsibility for the contract is present.

II.2.5) Award criteria

Price

II.2.11) Information about options

Options: No

II.2.14) Additional information

Pivot Academy Trust Contract is outstanding and not yet awarded.

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.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-028343](#)

Section V. Award of contract

Contract No

Horsforth Newlaithes

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 February 2022

V.2.2) Information about tenders

Number of tenders received: 5

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Mellors Catering Services

4 Park Square

Sheffield

S35 2PH

Country

United Kingdom

NUTS code

- UKE - Yorkshire and the Humber

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £115,204

Total value of the contract/lot: £115,204

Section V. Award of contract

Contract No

Broadgate Primary School

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 February 2022

V.2.2) Information about tenders

Number of tenders received: 5

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Apens

Knaresborough

Country

United Kingdom

NUTS code

- UKE - Yorkshire and the Humber

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £119,023

Section V. Award of contract

Contract No

Ireland Wood Primary School

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 February 2022

V.2.2) Information about tenders

Number of tenders received: 5

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Apens Services

Knaresborough

Country

United Kingdom

NUTS code

- UKE - Yorkshire and the Humber

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £125,548

Section V. Award of contract

Contract No

Burley Oaks Primary School

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 February 2022

V.2.2) Information about tenders

Number of tenders received: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Aspens Services

Knaresborough

Country

United Kingdom

NUTS code

- UKE - Yorkshire and the Humber

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £138,396

Section V. Award of contract

Contract No

Crossflatts Primary School

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 February 2022

V.2.2) Information about tenders

Number of tenders received: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Aspens Services

Knaresborough

Country

United Kingdom

NUTS code

- UKE - Yorkshire and the Humber

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £116,888

Section VI. Complementary information

VI.3) Additional information

Pivot Academy Salus House School

Dyson Wood Way, Bradley Business Park

Huddersfield

HD2 1GN yet to be awarded.

VI.4) Procedures for review

VI.4.1) Review body

Red Box Consultancy Services Ltd

Harrogate

Country

United Kingdom