

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/005757-2022>

Tender

Selby Primary Schools Group Catering Services Tender

Burton Salmon Community Primary School
Longman's Hill Community Primary School
Barwic Parade Community Primary School
Selby Community Primary Schools
Carlton Primary School
Barlow C of E Primary School
Chapel Haddlesey Church of England Primary School

F02: Contract notice

Notice identifier: 2022/S 000-005757

Procurement identifier (OCID): ocds-h6vhtk-031d16

Published 2 March 2022, 4:49pm

Section I: Contracting authority

I.1) Name and addresses

Burton Salmon Community Primary School

Selby, Leeds

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://www.burtonsalmonschool.org.uk/>

I.1) Name and addresses

Longman's Hill Community Primary School

Selby

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://www.longmanshill.co.uk/>

I.1) Name and addresses

Barwic Parade Community Primary School

Selby

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://www.barwicparade.co.uk/>

I.1) Name and addresses

Selby Community Primary Schools

Selby

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://selbycp.selby.ac.uk/>

I.1) Name and addresses

Carlton Primary School

Carlton, Selby

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://carltonprimary.selby.ac.uk/>

I.1) Name and addresses

Barlow C of E Primary School

Selby

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://www.barlowschool.org.uk/>

I.1) Name and addresses

Chapel Haddlesey Church of England Primary School

Selby

Email

admin@redboxcs.com

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

<https://www.chapelhaddleseyschool.org.uk/>

I.2) Information about joint procurement

The contract involves joint procurement

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

Selby Primary Schools Group Catering Services Tender

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Selby Primary Schools Group

Further details about each School are given later in the document under 'The Schools'.

The Contract Duration and Structure

The contract will be awarded for a three-year duration with the option of two additional, one-year extensions. It is the intention of the Schools to appoint a single contractor in order to maximise the benefits for all parties.

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.

The Selby Primary Schools Group 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 is 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.

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

Longman's Hill Community Primary School

Barwic Parade Community Primary School

Selby Community Primary School

Carlton Primary School

Barlow C of E Primary School

Chapel Haddlesey Church of England Primary School

Burton Salmon Community Primary School

II.2.4) Description of the procurement

Tender Schedule

Issue of Invitation to Tender 2nd March 2022

Bidding Companies to Visit Sites Monday 21st and Wednesday 23rd March 2022

Clarification Deadline Friday 1st April 2022

Clarification Return Deadline * Wednesday 6th April 2022

Deadline for return of Tender Responses 11th April 2022 12 noon

Presentation by shortlisted bidders 10th May 2022, 11:30am, 12:45pm and 2pm- Location TBC as Barwic Parade Community Primary School

Reference site visits May 2022

Contract Awarded by End May 2022

Mobilisation Meeting June 2022 TBC

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.

Please direct all tender queries to: -

Consultant Contacts:

Neil Meadows

Tel: 07837 202225

Liz Ellory-Hoare

Tel: 07927 385731

E-mail: admin@redboxcs.com

All questions raised will be logged and collated and written responses provided to all tendering organisations. The identity of tenderers raising any questions will remain confidential.

Any questions raised where the information is already included in the document will be identified with a page number to refer to.

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The deadline for the return of tender responses is 12 noon Monday April 11th 2022. Soft copies of responses should be sent to All School Contacts above, you should also copy in admin@redboxcs.com for the lead consultant to pick up. These emails may be opened and acknowledged but no attachments will be opened or downloaded until after the tender response deadline. If files are too big and require a link, please use WeTransfer and allow for the download to remain live for at least 48 hours after the deadline to allow for non-working days.

Please complete the Form of Acknowledgement letter attached separately to indicate:

- Your receipt of the ITT documentation

- Your intention to submit a Tender response
- The person attending the site visit/s on 21st and 23rd March 2022

and return to Red Box Consultancy Services Limited at admin@redboxcs.com by 12 noon Friday 18th March 2022.

Site Visits to Selby Primary School Group

Time Date

Longman's Hill Community Primary School 10am Monday 21st March 2022

Barwic Parade Community Primary School 11am Monday 21st March 2022

Selby Community Primary School 12noon Monday 21st March 2022

Carlton Primary School 1pm Monday 21st March 2022

Barlow C of E Primary School 10am Wednesday 23rd March 2022

Chapel Haddlesey Church of England Primary School 11am Wednesday 23rd March 2022

Burton Salmon Community Primary School 12noon Wednesday 23rd March 2022

During the visit, tenderers will have the opportunity to view the service. It will only be possible for a maximum of two members of your team to attend the site visit; please adhere to this request. Please provide the name of the people attending, for security purposes, when confirming your intention to bid. During the visits it is essential that you do not ask the catering staff any questions. 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 for Short-listed Contractors

Tuesday 10th May 2022 11:30am

Please ensure that you keep this day free for presentations.

The shortlisted Contractors will have 45 minutes to deliver a presentation to the School. The agenda will be a short introduction - approximately 5 minutes, followed by a presentation of foods that the School would expect to see on the day-to-day menus - approximately 25 minutes, and then followed by questions and answers - approximately

15 minutes. There may also be additional areas the School want to discuss, and this will be detailed in the agenda sent out with the invitation for presentation email.

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

Site Visits to Contractor Sites by Selby Primary Schools Group

By end of May 2022

The Schools may wish to visit the Contractor's sites. If so, this visit will form part of the evaluation of the shortlisted Contractor's responses. If it were not possible to visit a contractor's site due to distance or time constraints, then The School would wish to seek a telephone reference.

In the event site reference visits cannot take place then please have extra references, we are requesting ALL contracts currently operated by your proposed Area/Operations Manager, available for contact. We would appreciate contact details to include the telephone number and email address of two references at the site in case the initial contact is in self-isolation or away from work.

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

2 possible one year extensions

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

All documents can be obtained by EOI via email to admin@redboxcs.com.

The documents are available for issue and clarifications will be issued to all parties who complete a form of acknowledgement expressing the intention to bid.

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

11 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

11 April 2022

Local time

12:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Please request all tender documents via email EOI to admin@redboxcs.com

VI.4) Procedures for review

VI.4.1) Review body

Red Box Consultancy Services Ltd

Harrogate

Country

United Kingdom