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Tender

## **St Mary's Catholic School ~ Catering Tender**

St Mary's Catholic School

F02: Contract notice

Notice identifier: 2021/S 000-006013

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

Published 24 March 2021, 6:32pm

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

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

St Mary's Catholic School

Windhill, Bishop's Stortford

Hertfordshire

CM23 2NQ

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://litmustms.co.uk/tenders/UK-UK-Hertfordshire:-School-catering-services./8NZGZ2ZVZ4>

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**

St Mary's Catholic 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 successful Supplier will be required to provide catering services for St Mary's Catholic School.

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

Value excluding VAT: £804,810

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

This contract is divided into lots: No

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

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

St. Mary's Catholic School in Bishop's Stortford is an Ofsted 'Outstanding' secondary school of approaching 1,150 students (Sept 2021) and 150 staff. Over the last 6 years the school has gone from strength to strength in exam results (year on year setting new

records), securing a fantastically strong financial position, pupil expansion and growth (rolling forward from 5FE to 6FE and now 7FE), securing over £7m in Capital Bids, and achieving Outstanding in every category of its most recent inspection (2018). However, what St. Mary's is most proud of is the safe, happy and friendly feel that every visitor always remarks upon: St. Mary's Catholic School are proud of the holistic focus of the school in order to develop students academically, spiritually, emotionally and physically. There is a true sense of community, where every student and member of staff can feel valued and plays their part.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing school facilities for pupils, staff and guests. The school is co-ed with year groups 7 – 11, plus a 6th form for years 12 and 13. There will be 1,150 students on roll and 150 teaching and support staff for September 2021. The school expects a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The School would wish the successful contractor to review the current range of services offered and make recommendations accordingly. The winning contractor will also enjoy the benefit of a brand new fully refurbished dining room, ready to open in September 2021.

The contract being tendered is for two years in duration 1st September 2021 to 31st August 2023 with the option to extend for up to a further 3 years at the discretion of the client.

St. Mary's is in the final stages of becoming a Multi Academy Trust with 7 other schools. As a 8 school Trust, there is a possibility that all 8 schools may look to tender their catering services under one Trust wide contract for 1st September 2023 (yet to be confirmed)

This contract will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with the School for the duration of this contract.

The School year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days.

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 are to be charged based on consumption and at net food cost 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.

The value of the current contract is determined by sales: -

ANNUAL SALES FROM April 19 – March 2020

Pupil meals income £158,739 approximately

Adult meals income £2,223 approximately

Total sales £160,962 approximately

The figures above show the last full annual period not affected by COVID19 restrictions.

Therefore the value of the term of the contract is approximately £804,810 (total annual sales as above x 5, reflecting the maximum 5-year contract term).

However, the catering facility is not at present operating at full efficiency, and that is part of the reason for tender. It should be expected that an efficient operation would bring this contract well in excess of £1 million.

Please see the SQ documents for more details.

#### **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: £804,810

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

Start date

1 September 2021

End date

31 August 2026

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

#### **II.2.14) Additional information**

To respond to this opportunity please click here:

<https://litmustms.co.uk/respond/8NZGZ2ZVZ4>

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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

30 April 2021

Local time

12:00pm

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

11 May 2021

#### **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.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-Hertfordshire:-School-catering-services./8NZGZ2ZVZ4>

To respond to this opportunity, please click here:

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GO Reference: GO-2021324-PRO-17979125

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

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

St Mary's Catholic School

Windhill, Bishop's Stortford

Hertfordshire

CM23 2NQ

Country

United Kingdom