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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): ocids-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

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

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 £1million.

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>

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

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

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>

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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