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Tender

3667/AMRC/CK/23 Catering Services Contract

The University of Sheffield

F02: Contract notice

Notice identifier: 2023/S 000-006585

Procurement identifier (OCID): ocds-h6vhtk-03aeb2

Published 7 March 2023, 1:42pm

Section I: Contracting authority

I.1) Name and addresses

The University of Sheffield

Arts Tower

Sheffield

S10 2TN

Contact

Procurement Team

Email

c.a.wilcox@sheffield.ac.uk

Country

United Kingdom

NUTS code

UKE31 - Barnsley, Doncaster and Rotherham

Internet address(es)

Main address

www.sheffield.ac.uk

Buyer's address

<https://in-tendhost.co.uk/sheffield>

I.3) Communication

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

<https://in-tendhost.co.uk/sheffield>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sheffield>

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

3667/AMRC/CK/23 Catering Services Contract

Reference number

3667/AMRC/CK/23

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

3667/AMRC/CK/23 Catering Services ContractThe University of Sheffield wishes to invite tenders for a Catering Service Contract on behalf of the Advanced Manufacturing Research Centre, Catcliffe, South Yorkshire.Scope of RequirementThe AMRC has a requirement for the provision of hospitality to suit a range of requirements from hot and cold refreshments, breakfasts, cakes, pastries, sandwich lunches, finger buffets and canapes. The occasions range from departmental meetings, external visits and celebrations. The expectation is that each hospitality business can provide an extensive range of hot and cold drinks and food, with options available to meet the needs of customers with specific dietary and lifestyle choices. In addition, it is important that each company can provide this choice within a varied budget from economy through to luxury or bespoke options. (Numbers to cater – up to 100 – 200 for larger events.

II.1.5) Estimated total value

Value excluding VAT: £360,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39222000 - Catering supplies
- 55520000 - Catering services
- 55523000 - Catering services for other enterprises or other institutions

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber
- UKE3 - South Yorkshire

Main site or place of performance

AMRC. Catcliffe, Rotherham

II.2.4) Description of the procurement

The AMRC has a requirement for the provision of hospitality to suit a range of requirements from hot and cold refreshments, breakfasts, cakes, pastries, sandwich lunches, finger buffets and canapes. The occasions range from departmental meetings, external visits and celebrations. The expectation is that each hospitality business can provide an extensive range of hot and cold drinks and food, with options available to meet the needs of customers with specific dietary and lifestyle choices. In addition, it is important that each company can provide this choice within a varied budget from economy through to luxury or bespoke options. (Numbers to cater – up to 100 – 200 for larger events. Some buffets may only be for 2 people, so delivery is still required)

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: Cost / Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £360,000

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

Start date

1 June 2023

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Renewed per annum from 1st June 2023 to 31st May 2024 with an option to extend for a further 3 years in annual increments (subject to performance) thereafter (maximum 4 years).

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.1.2) 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

Open 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

6 April 2023

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

6 April 2023

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

High Court of Justice

7 Rolls Building Fetter Lane

London

EC4 1NL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will incorporate a minimum 10 day standstill period at the point information on the award of contract is communicated to tenderers. This period allows unsuccessful tenderers to seek a further debriefing before the contract is entered into. If an appeal regarding the award of contract cannot be resolved, the Public Contracts Regulations 2015 (as amended) provide for aggrieved parties to take action in the High Court (England, Wales and Northern Ireland). Any such action should be brought promptly (generally within 30 days).