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Tender

## **Leeds Diocesan Learning Trust Catering Framework Agreement**

RED BOX CONSULTANCY SERVICES LIMITED

F02: Contract notice

Notice identifier: 2024/S 000-006919

Procurement identifier (OCID): ocds-h6vhtk-04455d

Published 4 March 2024, 7:52pm

### **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](mailto:nm@redboxcs.com)

#### **Telephone**

+44 1423810985

**Country**

United Kingdom

**Region code**

UKE22 - North Yorkshire CC

**Companies House**

05126781

**Internet address(es)**

Main address

<https://ldlt.co.uk/>

**I.3) Communication**

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

[www.redboxcs.com](http://www.redboxcs.com)

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**

Leeds Diocesan Learning Trust Catering Framework Agreement

#### **II.1.2) Main CPV code**

- 55524000 - School catering services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Leeds Diocesan Learning Trust has decided to tender their catering services to investigate the financial and qualitative benefits they could be offered through this process as a Framework Agreement with potential to grow over time as the Trust evolves.

The Schools involved are: -

- Carleton Endowed CofE Primary School, Skipton
- Christ Church CE (VC) Primary School, Skipton
- Roecliffe Church of England Primary School, Boroughbridge
- Dacre Braithwaite Church of England Primary School, Harrogate
- The Federation of Holy Trinity Schools and Nursery, Ripon
- The Federation of Grewelthorpe CE Primary School, Fountains CE Primary School & North Stanley Church of England Primary School, Ripon
- St Matthew's Church of England (Aided) Primary School, Chapel Allerton Leeds
- Barwick in Elmet Church of England Primary School, Leeds
- Roundhay St John Church of England Primary School, Leeds

Issue of Invitation to Tender 4th March 2024

Bidding Companies to Visit Sites 18th to 20th March 2024 inclusively

Clarification Deadline 12 noon Monday 1st April 2024

Clarification Return Deadline \* 12 noon Wednesday 3rd April 2024

Deadline for return of Tender Responses 9:30am Wednesday 10th April 2024

Presentation by shortlisted bidders All Day Wednesday 1st May 2024

Reference site visits w/c 6th May 2024

Contract Awarded by Week ending 17th April 2024

Mobilisation Meeting TBC April 2024

Contract Commencement 1st September 2024 and 28th October 2024

### **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

- Carleton Endowed CofE Primary School, Skipton
- Christ Church CE (VC) Primary School, Skipton
- Roecliffe Church of England Primary School, Boroughbridge
- Dacre Braithwaite Church of England Primary School, Harrogate
- The Federation of Holy Trinity Schools and Nursery, Ripon

- The Federation of Grewelthorpe CE Primary School, Fountains CE Primary School & North Stanley Church of England Primary School, Ripon
- St Matthew's Church of England (Aided) Primary School, Chapel Allerton Leeds
- Barwick in Elmet Church of England Primary School, Leeds
- Roundhay St John Church of England Primary School, Leeds

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

1st September 2024 for new academic year launch

- Carleton Endowed CofE Primary School, Skipton
- Christ Church CE (VC) Primary School, Skipton
- Roecliffe Church of England Primary School, Boroughbridge
- Dacre Braithwaite Church of England Primary School, Harrogate
- The Federation of Grewelthorpe CE Primary School, Fountains CE Primary School & North Stanley Church of England Primary School, Ripon

Monday 28th October 2024 for Autumn term second half, launch

- The Federation of Holy Trinity Schools and Nursery, Ripon
- St Matthew's Church of England (Aided) Primary School, Chapel Allerton Leeds
- Barwick in Elmet Church of England Primary School, Leeds
- Roundhay St John Church of England Primary School, Leeds

The Leeds Diocesan Learning Trust 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 Trust's 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.

The financial structure of the contract is designed to reflect the Trusts' 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.

#### Site Visits to Leeds Diocesan Learning Trust Schools

Time Date

North Stainley CE Primary, Ripon 9:30am 18th March 2024

Holy Trinity CE Infants School, Ripon 10:30am 18th March 2024

Holy Trinity CE Juniors School, Ripon 11am 18th March 2024

Roecliffe CE Primary School, Boroughbridge 12 noon 18th March 2024

Barwic in Elmet CE Primary School 11am 19th March 2024

Roundhay St John CE Primary School, Leeds 12 noon 19th March 2024

St Matthew's CE Primary School, Chapel Allerton 1pm 19th March 2024

Grewelthorpe CE Primary School 10am 20th March 2024

Fountains CE Primary School 10:45am 20th March 2024

Dacre Braithewaite CE Primary School, Harrogate 11:30am 20th March 2024

Christ Church CE Primary School, Skipton 12:45pm 20th March 2024

Careltan Endowed CE Primary School, Skipton 1:30pm 20th March 2024

#### **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 1 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**

To receive the tender pack please email [leh@redboxcs.com](mailto:leh@redboxcs.com).

The deadline for the return of tender responses is 9:30am Wednesday 10th April 2024. Soft copies of responses should be sent to [leh@redboxcs.com](mailto:leh@redboxcs.com), you should also copy in [admin@redboxcs.com](mailto:admin@redboxcs.com) for the lead consultant to pick up. These emails maybe be opened and acknowledged but no attachments with 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 dates between 18th March and 20th March 2024

and return to Red Box Consultancy Services Limited at [admin@redboxcs.com](mailto:admin@redboxcs.com) by 15th March 2024.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### **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

10 April 2024

Local time

9:30am

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 1 September 2024

#### **IV.2.7) Conditions for opening of tenders**

Date



10 April 2024

Local time

9:31am

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

To review the tender pack please email [leh@redboxcs.com](mailto:leh@redboxcs.com)

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

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

Red Box Consultancy Services Ltd

Harrogate

Country

United Kingdom

Internet address

[www.redboxcs.com](http://www.redboxcs.com)