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Tender

## **Alban Academies Trust ~ Catering Tender**

Alban Academies Trust

F02: Contract notice

Notice identifier: 2022/S 000-007252

Procurement identifier (OCID): ocds-h6vhtk-0322ee

Published 16 March 2022, 6:15pm

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

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

Alban Academies Trust

The Ridgeway

St Albans

AL4 9NX

#### **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://albanacademiestrust.org.uk/>

**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-St-Albans:-School-catering-services./F9633T44F7>

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**

Alban Academies Trust ~ 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 the Alban Academies Trust.

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

Value excluding VAT: £1,750,340

#### **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**

The Alban Academies Trust serves primary and secondary schools in and near St. Albans. Our mission is to build a learning community that shares and promotes educational excellence for everyone. All members of the Trust are valued and able to

make a powerful contribution to the on-going progress of improvement across the AAT.

The Trust currently comprises of five schools, three secondary schools: Ridgeway Academy, Sandringham School and Verulam School and three primary schools: Garden Fields JMI School, Wheatfields Infants' and Nursery School and Wheatfields Junior School.

This catering tender is for the catering services at 2 schools – where this is a 2 + 3 contract. It is likely that a Trust wide catering contract to encompass the other secondary schools at least, will be run for 1st August 2024 – to align with the end dates of the current contracts at the other schools.

Schools included in this tender:

#### Ridgeway Academy

Ridgeway Academy is an 11-18 Mixed Secondary School with Academy status and is part of the Alban Academies Trust.

The school currently employs 116 teaching and support staff and has 902 students on roll (expected to rise to 952 next year) which includes 83 students in Sixth Form (expected to rise to 100 next year)

- Please be advised that the catering service is currently contracted to Edwards and Blake
- The total catering sales per annum at this school are: 2018/19 £185,793 (pre-pandemic)
- Our current year to date sales for Sept 21 to Feb 22 are £72,848.95 (March 21 to August 2021 was £58,750)

#### Garden Fields

Garden Fields Junior Mixed and Infant School is in St. Albans and currently has 578 pupils ages 4 to 11 and approximately 80 members of staff. The school is reducing its PAN from 90 to 60 in September 2022 and for subsequent years due to lower local pupil numbers. The school went through an expansion from 2015 to 2021 increasing PAN from 60 to 90 each year.

- The school is currently using Herts Catering Ltd.
- The 2019 sales were £164,275

Therefore the total annual sales are £350,068

Therefore the total value of the contract (annual sales x 5) = £1,750,340

## The Tender

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities of all schools, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The Schools would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for two years in duration from 1st August 2022 to 31st July 2024 with the option to extend for up to a further 3 years at the discretion of the client. However, it is very much expected that a Trust wide catering tender will be run to bring all schools into one catering contract for a new Trust contract for 1st August 2024.

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 Trust for the duration of this contract.

The School year at all schools 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 with a margin attached and hospitality will be charged based on consumption and at net food cost.

Whilst the Trust prioritises value for money as a key objective of the Competitive Tender Process, it is not obliged to accept the lowest price.

See SQ Document for more information.

### **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: £1,750,340

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

Start date

1 August 2022

End date

31 July 2027

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

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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

Accelerated procedure

Justification:

The current catering contract ends on 31 July 2022

#### **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

14 April 2022

Local time

12:00pm

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

9 May 2022

#### **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-St-Albans:-School-catering-services./F9633T44F7>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/F9633T44F7>

GO Reference: GO-2022316-PRO-19807738

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

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

Alban Academies Trust

The Ridgeway

St Albans

AL4 9NX

Country

United Kingdom