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Contract

## **St John the Baptist Junior School Meals Tender commencing 1st April 2022**

St John the Baptist CE Junior School

F03: Contract award notice

Notice identifier: 2022/S 000-008821

Procurement identifier (OCID): ocids-h6vhtk-02fcf4

Published 1 April 2022, 12:57pm

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

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

St John the Baptist CE Junior School

Lower Teddington Rd,

Kingston upon Thames

KT14HQ

#### **Contact**

Catherine Morris

#### **Email**

[cmorris@stjohnshamptonwick.school](mailto:cmorris@stjohnshamptonwick.school)

#### **Telephone**

+44 2089774114

#### **Country**

United Kingdom

**Region code**

UKI75 - Hounslow and Richmond upon Thames

**Internet address(es)**

Main address

[www.st-john.richmond.sch.uk](http://www.st-john.richmond.sch.uk)

**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 John the Baptist Junior School Meals Tender commencing 1st April 2022

Reference number

SJB/MEALS/APR2022

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

- 55524000 - School catering services

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

Services

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

St John the Baptist CE Junior School is a single school that is located in Hampton Wick, Kingston upon Thames, at the following address: Lower Teddington Road, Hampton Wick, KT1 4HQ. The proposed contract will be for the outsourced provision of catering services to the Client. It is the Client's expectation that the Successful Bidder shall be responsible for the operation of the catering function including employment and management of staff, supply of foodstuffs, consumables and light equipment and preparing and serving appropriate meals. The Client will retain responsibility for payment of utilities and the operation and maintenance of core catering equipment and facilities.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £93,000 / Highest offer: £156,000 taken into consideration

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

#### **II.2.2) Additional CPV code(s)**

- 15894210 - School meals

- 55523100 - School-meal services
- 55524000 - School catering services

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

NUTS codes

- UKI - London
- UKJ - South East (England)

Main site or place of performance

St John the Baptist CE Junior School,

Lower Teddington Road

Hampton Wick

Kingston Upon Thames

KT1 4HQ

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

Provision of school meals service to a 2 form entry junior school in Kingston upon Thames with effect from 1st April 2022. The proposed contract will be for the outsourced provision of catering services to the Client. It is the Client's expectation that the Successful Bidder shall be responsible for the operation of the catering function including employment and management of staff, supply of foodstuffs, consumables and light equipment and preparing and serving appropriate meals. The Client will retain responsibility for payment of utilities and the operation and maintenance of core catering equipment and facilities.

### **II.2.5) Award criteria**

Cost criterion - Name: Service / Weighting: 33.33

Cost criterion - Name: Added Value / Weighting: 33.33

Cost criterion - Name: Price / Best Value / Weighting: 33.33

### **II.2.11) Information about options**

Options: Yes

## Description of options

A. You are required to submit an overall 'Set Meal Price' which should include all labour, food, materials, training, insurance and management fee costs. The School will pay the Contractor the agreed price based on actual take-up of free meals. The school does not operate Universal Infant Free School meals due to being a junior school.

The 'Set Meal Price' shall be reviewed annually and may be revised in line with change in the RPIX. All changes to costs shall be agreed by the School in writing in advance and prior to implementation. It is the Contractor's responsibility to control costs within the increase allowed by this formula.

Please state clearly when submitting prices whether or not VAT will be charged.

Please state clearly if the staffing cost include London Living Wage allowance (LLW).

B. In addition to the 'Set Meal Price', if caterers wish to submit an additional alternative costing arrangement which allows for greater flexibility and better value for the school, fully explaining the benefits of this alternative pricing structure, then you are welcome to do so. Please note this must be submitted in addition to the 'Set Meal Price' option to ensure there is an initial level of parity between tenders made.

C. Furthermore, and again in addition to the above, the school welcomes alternative models of school meal provision that may be available to us; this may include, but is not limited to, food being cooked offsite and brought in hot, or in some other way linked to another local school. Any alternative models will need to include a fully detailed and costed plan and, where in operation already at another school, references from those schools who we will want to be in contact with.

The school will be responsible for collection of all monies from parents and the contractor will not have any involvement in the direct collection.

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-030078](#)

#### **IV.2.9) Information about termination of call for competition in the form of a prior information notice**

The contracting authority will not award any further contracts based on the above prior information notice

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

28 January 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Churchill Services t/a Radish

Unit 1, 40 Coldharbour Lane

Harpenden

AL5 4UN

Email

[bidteam@churchillservices.com](mailto:bidteam@churchillservices.com)

Telephone

+44 1582760055

Country

United Kingdom

NUTS code

- UKJ - South East (England)

Internet address

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

The contractor is an SME

No

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £120,000

Lowest offer: £100,000 / Highest offer: £150,000 taken into consideration

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## **Section VI. Complementary information**

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

This was a small catering contract for a small junior school, with a variable price structure, which is subject to school meal take up by pupils. Only two companies submitted a tender.

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

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

St John the Baptist CE Junior School

Lower Teddington Road

Hampton Wick

KT1 4HQ

Email

[cmorris@stjohnshamptonwick.school](mailto:cmorris@stjohnshamptonwick.school)

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