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Tender

Tender to supply and distribute Food and Beverage products to The Collegiate Trust

The Collegiate Trust Trading Limited (Pelican)

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-010031

Procurement identifier (OCID): ocids-h6vhtk-064715

Published 4 February 2026, 2:11pm

Scope

Reference

COL26-01

Description

Tender for the supply and distribution of Ambient, Chilled, Frozen, Non-Food (chemicals & Disposables), Snacks, Confectionery & Soft Drinks, and Sandwich Products to The Collegiate Trust.

Total value (estimated)

- £2,560,057 excluding VAT
- £2,667,856 including VAT

Above the relevant threshold

Options

The right to additional purchases while the contract is valid.

additional products can be added to the contract with prior notification

Main procurement category

Goods

Contract locations

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

Lot constraints

Description of how multiple lots may be awarded:

There are no restrictions on the number of lots for which a Supplier can bid. It is the Client's intention to award each category lot on a sole supply basis. If deemed advantageous, The Collegiate Trust reserves the right to award lots 1, 2 and 3 together on a sole supply basis.

Not the same for all lots

CPV classifications and contract dates are shown in Lot sections, because they are not the same for all lots.

Lot 1. Ambient, Chilled, Frozen

Description

Supply & Distribution of Ambient, Chilled and Frozen Products

Lot value (estimated)

- £1,585,892 excluding VAT
- £1,601,114 including VAT

Contract dates (estimated)

- 18 May 2026 to 17 May 2028
- Possible extension to 16 May 2029
- 2 years, 11 months, 30 days

Description of possible extension:

With an option to extend for a further 12 months

CPV classifications

- 15000000 - Food, beverages, tobacco and related products

Same for all lots

Contract locations and options are shown in the Scope section, because they are the same for all lots.

Lot 2. Non-Food

Description

Supply and distribution of Non-Food products

Lot value (estimated)

- £149,720 excluding VAT
- £179,645 including VAT

Contract dates (estimated)

- 18 May 2026 to 17 May 2028
- Possible extension to 16 May 2029
- 2 years, 11 months, 30 days

Description of possible extension:

Option to extend for a further 12 months

CPV classifications

- 39222000 - Catering supplies

Same for all lots

Contract locations and options are shown in the Scope section, because they are the same for all lots.

Lot 3. Snacks, Confectionery & Soft Drinks

Description

Supply and distribution of Snacks, Confectionery & Soft Drinks products

Lot value (estimated)

- £398,371 excluding VAT
- £461,023 including VAT

Contract dates (estimated)

- 18 May 2026 to 17 May 2028
- Possible extension to 16 May 2029
- 2 years, 11 months, 30 days

Description of possible extension:

With an option to extend for a further 12 month period

CPV classifications

- 15000000 - Food, beverages, tobacco and related products

Same for all lots

Contract locations and options are shown in the Scope section, because they are the same for all lots.

Lot 4. Sandwiches

Description

Supply & Distribution of Sandwich products

Lot value (estimated)

- £426,074 excluding VAT
- £426,074 including VAT

Contract dates (estimated)

- 18 May 2026 to 17 May 2028
- Possible extension to 16 May 2029
- 2 years, 11 months, 30 days

Description of possible extension:

option to extend for a further 12 month period

CPV classifications

- 15811511 - Prepared sandwiches
- 15811510 - Sandwiches

Same for all lots

Contract locations and options are shown in the Scope section, because they are the same for all lots.

Participation

Particular suitability

Lot 1. Ambient, Chilled, Frozen

Lot 2. Non-Food

Lot 3. Snacks, Confectionery & Soft Drinks

Lot 4. Sandwiches

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

27 February 2026, 4:30pm

Tender submission deadline

6 March 2026, 10:00am

Submission address and any special instructions

<http://www.mytenders.co.uk>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

17 April 2026

Award criteria**Lot 1. Ambient, Chilled, Frozen**

Name	Description	Type	Weighting
Price	The suppliers delivered price will be evaluated against the Client's current delivered price.	Price	70.00%

Name	Description	Type	Weighting
Delivery & Service	Suppliers will be scored on your responses to the Client's delivery requirements.	Quality	15.00%
Social Value	Suppliers will be scored on your responses to the questions on social value in this section based on the support you can offer.	Quality	10.00%
Product Range	Suppliers will be scored on like for like matching of products, and any incorrect matches will reduce your score.	Quality	5.00%

Lot 2. Non-Food

Name	Description	Type	Weighting
Price	The suppliers delivered Price will be evaluated against the Client's current delivered price.	Price	70.00%
Delivery & Service	The Suppliers will be scored on your responses to the Client's delivery requirements.	Quality	15.00%
Social Value	The suppliers will be scored on your responses to the questions on social value in this section based on the support you can offer.	Quality	10.00%
Product Range	The suppliers will be scored on like for like matching of products, and any incorrect matches will reduce your score.	Quality	5.00%

Lot 3. Snacks, Confectionery & Soft Drinks

Name	Description	Type	Weighting
Price	The Suppliers delivered price will be evaluated against the Client's current delivered price.	Price	70.00%
Delivery & Service	The Suppliers will be scored on your responses to the Client's delivery requirements.	Quality	15.00%
Social Value	The Suppliers will be scored on your responses to the questions on social value in this section based on the support you can offer.	Quality	10.00%
Product Range	The Suppliers will be scored on like for like matching of products, and any incorrect matches will reduce your score.	Quality	5.00%

Lot 4. Sandwiches

Name	Description	Type	Weighting
Price	Your delivered price will be evaluated against the Client's current delivered price.	Price	55.00%
Product Sampling	Suppliers will be asked to provide products for a blind sampling session, and scores from this will be included in the final evaluation result.	Quality	20.00%

Name	Description	Type	Weighting
Delivery & Service	You will be scored on your responses to the Client's delivery requirements.	Quality	15.00%
Social Value	Suppliers will be scored on your responses to the questions on social value in this section based on the support you can offer.	Quality	10.00%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

Avendra International has not issued a Preliminary Market Engagement Notice for this contract. This is due to prior understanding that this is a competitive market without any complex tender requirements.

Documents

Associated tender documents

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=631101

The Collegiate Trust Tender documents for supply and distribution of Ambient, Chilled, Frozen, Non-Food, Snacks, Confectionery, Soft Drinks and Sandwich products

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=631102

Supplier Technical Requirements to be completed for this tender

Contracting authority

The Collegiate Trust Trading Limited (Pelican)

- Public Procurement Organisation Number: PRLJ-4695-GMRM

Honister Heights, Purley

Surrey

CR8 1EX

United Kingdom

Email: dalchow-chloe@avendra.com

Region: UKI62 - Croydon

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

PELICAN PROCUREMENT SERVICES LIMITED T/A AVENDRA INTERNATIONAL

Summary of their role in this procurement: Management of the procurement process

- Public Procurement Organisation Number: PRZL-8147-TNNW

Ascent 4, Farnborough Aerospace Centre,

Farnborough

GU146XN

United Kingdom

Contact name: Chloe Dalchow

Email: dalchow-chloe@avendra.com

Region: UKJ37 - North Hampshire

Contact organisation

Contact The Collegiate Trust Trading Limited (Pelican) for any enquiries.