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Tender

## **Sparrow Farm Primary School ~ Catering Tender**

Sparrow Farm Primary School

F02: Contract notice

Notice identifier: 2022/S 000-010357

Procurement identifier (OCID): ocds-h6vhtk-032f12

Published 21 April 2022, 12:05pm

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

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

Sparrow Farm Primary School

Sparrow Farm Drive

Feltham

TW14 0DG

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKI7 - Outer London – West and North West

**Internet address(es)**

Main address

<https://www.sparrowfarm.hounslow.sch.uk/index.asp>

**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-Feltham:-School-catering-services./SE223C949W>

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**

Sparrow Farm Primary School ~ 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 full catering services located at Sparrow Farm Primary School.

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

Value excluding VAT: £666,666

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

This contract is divided into lots: No

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

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

NUTS codes

- UKI7 - Outer London – West and North West

Main site or place of performance

Outer London – West and North West

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

The successful Supplier will be required to provide full catering services located at:

Sparrow Farm Dr,

Feltham,

Middlesex

TW14 0DG

About

Sparrow Farm Primary School is a new school following the recent merger of Sparrow Farm Infant School with Sparrow Farm Junior school. Both schools are in close proximity to each other and are separated by a small playing field.

Today, Sparrow Farm Primary School is a 2-form entry community school with a mixed gender serving pupils from 3-11 including nursery children and combined has approx. 500 pupils. The old infant school is now referred as the Lower School and the Junior the Upper School .

Further details can be found on the school's website: <https://www.sparrowfarm.hounslow.sch.uk/>

## Basis of Contract

The catering is currently operated in-house where the main food production is conducted at Lower school and transported to the Upper School. Whilst the space is limited at the Upper School the intention is to appoint a catering supplier that will be able to advise on the design and build of a dedicated kitchen facility so as to reduce the need for transportation; allowing for fresh food to be produced and ultimately increase meal uptake at the Upper School.

As such, the school is embarking on this tender process with the intention of appointing an experienced Supplier to deliver full catering services. The contract is estimated to commence on Monday 31st October 2022 and will be for an initial period of 3 years plus an option to extend by 2 years up to a maximum of 5 years in duration.

The turnover based on the introduction of the new kitchen at the Upper School is estimated to be circa £400,000+(over 3 years for the initial period).

## Objectives

The appointed Supplier will have proven experience of delivering quality catering services within primary and nursery schools and should have suitable experience and expertise of successfully increasing pupil meal uptake. With an established record in successfully managing the TUPE process, the Supplier will also be required to apply for an admission agreement (ABS) in order to manage the LGPS associated with 3 members of the in-house team. Furthermore, the Supplier should ideally have a strong operational base in the local area together with a compelling attitude towards making the lunchtime service appealing, healthy, nutritious and educational for children.

Ultimately, it is important that the Supplier can demonstrate an ability to manage an efficient catering service through the application of effective staff training, management and quality controls that delivers continual 'best value' to the school.

### **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: £666,666

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

Start date

31 October 2022

End date

30 October 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

#### **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

27 May 2022

Local time

12:00pm

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

20 June 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-Feltham:-School-catering-services./SE223C949W>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/SE223C949W>

GO Reference: GO-2022421-PRO-20006708

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

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

Sparrow Farm Primary School

Sparrow Farm Drive

Feltham

TW14 0DG

Country

United Kingdom