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Tender

School Catering - King Athelstan Primary School

King Athelstan Primary School

F02: Contract notice

Notice identifier: 2021/S 000-010409

Procurement identifier (OCID): ocds-h6vhtk-02b01a

Published 12 May 2021, 12:47pm

Section I: Contracting authority

I.1) Name and addresses

King Athelstan Primary School

Villiers Road

KINGSTON UPON THAMES

KT13AR

Contact

School Business Manager

Email

bursar@kingathelstan.rbksch.org

Telephone

+44 2085468210

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.kingathelstan.kingston.sch.uk/>

I.3) Communication

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

<https://www.kingathelstan.kingston.sch.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.kingathelstan.kingston.sch.uk/>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

School Catering - King Athelstan Primary School

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

King Athelstan Primary School is a LA maintained community primary school for pupils aged 3 to 11 situated in Villiers Road, Kingston upon Thames. The school caters for a diverse community, 34% of pupils have English as an additional language with 43 different languages spoken. 28% of the pupils in the school are entitled to free school meals (30% Pupil Premium/Ever 6) and some come from challenging home circumstances.

The Contractor will be required to supply midday meals during term time to pupils, staff and visitors in the school. The policy will be to supply a home-cooked nutritious meal with an emphasis on healthy eating (based on the balance of good health) that meets the National Nutritional Minimum Standards, using fresh ingredients as much as possible. However, the meals provided for some of the pupils will form their only hot meal of the day and therefore there must be an emphasis on ensuring that the meals are child friendly in terms of content and presentation.

The Contractor should note that the school population could fluctuate over the course of the contract. They also may fluctuate because of the introduction or removal of government initiatives and guidelines including lockdowns because of COVID 19. Numbers may also fluctuate due to classes or 'bubbles' having to close or isolate for particular reasons e.g. due to COVID 19. These fluctuations shall be at the risk of the Contractor. At present, 117 pupils are entitled to free school meals. In general, daily numbers are between 210 and 225, which includes those entitled to Universal Infant Free School Meals. At the start of each school year, numbers are lower due to the staggered start of new Reception pupils. The school may also consider wrap around care or a flexible nursery provision in the future and therefore the capacity for nursery-aged children to have their meal in their setting in the future must be taken into consideration.

The Contractor must also be aware that the kitchen area and facilities forming part of this contract must be available to third parties outside normal kitchen hours. Except where indicated, the users of the kitchen can prepare and if necessary, cook their own food using the kitchen equipment and utensils that are available to the Contractor. The users are expected to leave the kitchen in the same condition in which the Contractor left it. If the kitchens are not left in the same condition, the Contractor should speak to the School Office immediately.

In addition, a number of activities take place outside normal school hours for which a catering service maybe required by the organisers of the activities. Tenderers are invited to indicate

2

whether and to what extent they are interested in providing meals and other refreshments for such activities.

To ensure a fair and worthwhile tender, certain standards have been predetermined. It is not the school's intention to stifle or hamper the successful Tenderer after the appointment and to this end; the school would welcome any proposals for the improvement of the catering service.

II.1.5) Estimated total value

Value excluding VAT: £316,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 55524000 - School catering services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

King Athelstan Primary School, Kingston Upon Thames.

II.2.4) Description of the procurement

See Tender Documents on the School Website:

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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

At the end of the initial contract period, the School may choose to extend the Contract for a further period of up to two (2) years at yearly intervals. This shall be according to the performance of the supplier/s during the initial Contract period, prevailing market conditions and School requirements. Any such extension shall be at the originally tendered prices.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Please see Tender documents on the School Website

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

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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.2.2) Time limit for receipt of tenders or requests to participate

Date

8 June 2021

Local time

9:00am

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

English

IV.2.7) Conditions for opening of tenders

Date

8 June 2021

Local time

9:10am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Royal Court of Justice

London

Country

United Kingdom