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Tender

City of London Freeman's School Catering Services

City of London Corporation

F02: Contract notice

Notice identifier: 2023/S 000-011244

Procurement identifier (OCID): ocds-h6vhtk-03c216

Published 19 April 2023, 2:56pm

Section I: Contracting authority

I.1) Name and addresses

City of London Corporation

Guildhall

London

EC2P 2EJ

Email

Robert.Pine@cityoflondon.gov.uk

Telephone

+44 2076063030

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

www.cityoflondon.gov.uk

I.3) Communication

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

www.capitalesourcing.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.capitalesourcing.com

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

City of London Freeman's School Catering Services

Reference number

itt_COL_16977

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The City of London Corporation (the City) invites Tenders for the provision of School Catering Contract for City of London Freeman's School.

II.1.5) Estimated total value

Value excluding VAT: £9,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 55520000 - Catering services

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

City of London Freeman's School, Ashted Park, Ashted, Surrey, KT21 1ET

II.2.4) Description of the procurement

City of London Freeman's School requires a new catering contract to replace the current catering contract that expires 31 Jul 2023.

It is important to note that catering is a critical component of the school product as an independent school with boarding facilities (7 days term time as well as Summer Schools).

The service provides catering with 960 pupils ranging from 7 to 18 years and including approximately 60 boarders, and 180 staff. The Contractor is responsible for setting up the dining area for a full restaurant service, clearing / cleaning the dining area on a daily or as required basis to agreed standards. Provides overall supervision to ensure that the service is carried out in line with the contract specification including;

- The ability to cater for all pupils and staff
- Full hospitality service including sports / match teas, external events including lettings
- Cafe management
- Allergy awareness, warning, training in line with current legislation and school requirements.

The estimated total contract value for the full duration of the contract term is £8.5m.

The duration of the contract is 5 years, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 2 years. The maximum length of the contract is therefore 7 years.

Bidders that would like to visit the Freemans School show around on Monday 24/04/23 at 10:00, please contact Kevin Pickford from MYA Consulting Ltd via email: Kevin.Pickford@mya-consulting.co.uk.

Bidders should note that all other communication other than arranging the show around with MYA Consulting Ltd must go through the message section on the Capital Portal.

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: £9,200,000

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

Duration in months

84

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

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

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

17 May 2023

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

17 May 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

This tendering exercise is being undertaken using the electronic tendering system 'capitalEsourcing' (www.capitalesourcing.com). Suppliers will need to register an interest on the system in order to participate and registration is free.

VI.4) Procedures for review

VI.4.1) Review body

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

See VI.4.1) Review body field of this contract award notice

London

Country

United Kingdom

