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Tender

Supply and Distribution of Sandwiches and Food To-Go

Hampshire County Council

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

Notice identifier: 2026/S 000-011727

Procurement identifier (OCID): ocds-h6vhtk-064c1a

Published 10 February 2026, 11:01am

Scope

Reference

CS27631

Description

This Framework Agreement covers the supply of the Goods to customers of Hampshire County Council (County Supplies), and other members of the Central Buying Consortium. For more details regarding members, please refer to Paragraph 2.5 in the Invitation to Tender.

Delivery locations may include but not be limited to Local Authority offices, Adult Health and Social Care establishments, Schools, Countryside Services, Hampshire and Isle of Wight Fire and Rescue Service establishments, Hampshire and Isle of Wight Constabulary establishments, and other external customers of Hampshire County Council (County Supplies).

This Framework Agreement contains three Lots, covering the following areas

Lot 1 - Sandwiches, Rolls, Baguettes, Wraps and Paninis

Lot 2 - Salads and Pastas

Lot 3 - Platters, Pastry Products and Other Food-To-Go Items

Commercial tool

Establishes a framework

Total value (estimated)

- £400,000 excluding VAT
- £400,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2030
- 4 years

Main procurement category

Goods

CPV classifications

- 15811511 - Prepared sandwiches
- 15000000 - Food, beverages, tobacco and related products

Contract locations

- UKJ3 - Hampshire and Isle of Wight
-

Lot 1. Sandwiches, Rolls, Baguettes, Wraps and Paninis

Description

The requirement of this Framework Agreement is for the Contractors to Supply and Distribute Sandwiches, Rolls, Baguettes, Wraps and Paninis as required to Hampshire County Council and other Contracting Authorities

Lot value (estimated)

- £320,000 excluding VAT
- £320,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 2. Salads and Pastas

Description

The requirement of this Framework Agreement is for the Contractors to Supply and Distribute pre-made Salads and Pasta Pots as required to Hampshire County Council and other Contracting Authorities

Lot value (estimated)

- £16,000 excluding VAT
- £16,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 3. Platters, Pastry Products and Other Food-To-Go Items

Description

The requirement of this Framework Agreement is for the Contractors to Supply and Distribute Platters, Pastry Products and Other Food-To-Go Items as required to Hampshire County Council and other Contracting Authorities

Lot value (estimated)

- £64,000 excluding VAT
- £64,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Framework

Maximum number of suppliers

Unlimited

Maximum percentage fee charged to suppliers

2%

Further information about fees

The Council requires a rebate in the sum of 2% of net sales under the Framework Agreement (including VAT) to be paid by the Contractor to the Council annually based on all orders paid to the Contractor by the Contracting Authorities in respect of all Orders placed under this Framework Agreement, during the preceding period. The Contractor shall send annual figures to the Council, who will then raise an invoice to the Contractor requesting payment. The Contractor shall quote the Framework Agreement reference number CS27631 on all correspondence clearly stating the period the payment relates to. Supporting documentation should be included to show the value of sales against which rebate has been calculated.

A retrospective payment will be applied to all Orders placed in each year of the Framework Period. The value of the rebate shall be calculated as a percentage of the net value of Orders, irrespective of the origin of the Order.

The Contractor shall make payment of the rebate to the Council or to such other person as the Council directs, within 30 days of receipt of a valid invoice for the rebate.

Any disputes relating to the rebate value shall be resolved between the Council and the Contractor.

For the avoidance of doubt the rebate shall be payable on individual Orders and will continue to be payable for the full term of each Order and any extensions thereto.

Without prejudice to any other remedies available, the Council reserves the right to recover from the Contractor any reasonable administration charges incurred in pursuing unpaid rebates. The Council shall also be entitled to charge interest on all outstanding rebates at a rate of 2% above the base lending rate of National Westminster Bank Plc.

If any rebate shall be unpaid for a period of 3 months the Council shall be permitted to terminate the Framework Agreement forthwith on giving notice in writing to the Contractor.

In the event that any of the appointed Contractors goes into receivership during the course of this Framework Agreement the Council reserves the right to set off any accrued rebate against any outstanding invoices.

The Council will request that each Contracting Authority will endeavour to have their Order annotated with the relevant Framework Agreement reference number, but this cannot be guaranteed on all Orders.

Framework operation description

Direct Award from Each Lot

Mini-competition

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

Establishing party only

Submission

Enquiry deadline

3 March 2026, 11:59pm

Tender submission deadline

10 March 2026, 2:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/hampshire.aspx/Home>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

27 March 2026

Award criteria

Name	Description	Type	Weighting
Price criterion 1 (Lot 0)	Award Criterion 1 - Price	Price	100.00%

Other information

Payment terms

Please refer to Hampshire County Council Terms and Conditions for Purchase Orders

Terms and conditions for purchase orders | Business and economy | Hampshire County Council

Description of risks to contract performance

Travel disruption - Adverse weather conditions and/or traffic delays could result in failed deliveries, especially with strict delivery times to certain sites.

Market Price Increases - Inflation in EU and UK Produce could make the Framework prices unsustainable.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

County Supplies is in constant communication with the suppliers within the Market to ensure that the correct goods are being supplied to its customers.

Contracting authority

Hampshire County Council

- Public Procurement Organisation Number: PBHM-7586-PWLP

High St, The Castle

Winchester

SO23 8UJ

United Kingdom

Contact name: Katy Kelleher

Email: katy.kelleher@hants.gov.uk

Website: <https://www.hants.gov.uk>

Region: UKJ36 - Central Hampshire

Organisation type: Public authority - sub-central government