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Tender

## **Great Torrington School Provision of Outsourced Catering Service**

Great Torrington School

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

Notice identifier: 2025/S 000-011943

Procurement identifier (OCID): ocds-h6vhtk-04fa7c ([view related notices](#))

Published 31 March 2025, 10:43am

### **Scope**

### **Reference**

GTS01.02

### **Description**

This tender opportunity has been issued by Great Torrington School ("the School") and Tenderers are invited to tender for the provision

of outsourced catering services. Full details of all contract requirements are given in Document 2. Specification of Requirement.

The School is seeking a Contractor to provide a high-quality service, whilst delivering value for money for the school, parents and

pupils using the Services. The contract will include all food and staff provision to support the delivery of the outsourced catering

service.

The contract start date will 1st September 2025 and is to be for a period of three (3) years with the possible extension of two (2) further

years, in 12-month intervals (3 +1+1).

The Contractor shall:

a. embrace the School vision, values and ethos, whilst demonstrating alignment to them in all aspects of the delivery, throughout the

contract term.

b. work in partnership with the School, offering a service a high-quality food offering, whilst delivering value for money for pupils

using the services whilst continually improving the quality and uptake of meals, particularly for FSM pupils.

c. deliver an exemplary quality of service whilst harnessing a continuous drive for improvement throughout the contract term and have

appropriate practices and systems in place to ensure a suitable amount of food supply, meal choices are available throughout the

service.

d. have appropriate processes and procedures in place which gives assurance that individuals with food allergens, medical and dietary

requirements will not be put at risk and religious cultural and SEND dietary requirements are catered for.

e. demonstrate a contract management approach, including a robust complaint management policy that offers transparency and

visibility of management information, KPI and financial performance. This will allow for a robust level of oversight regarding contract

delivery.

f. operate the contract in line with School Food Standards, British, International and EU standards & legislation, working with the

School in compiling a nutritious and healthy menu offer.

g. promote environmental and social sustainability in all aspects of the school meals provision and have in place a sustainable food

supply chain that minimises the negative impact on the environment, preserves natural resources, and promotes social and economic

well-being. The Contractor shall have appropriate processes and procedures that demonstrate the ongoing review of the supply chain

and procurement of goods to ensure it continues to meet this objective.

h. provide signage and marketing for the catering service. This shall include general advertising, and attractive packaging and

presentation of meals and marketing materials that can be shared with families via newsletters, website email etc.

i. implement a robust mobilisation plan for the contract that will demonstrate partnership working, is seamless and demonstrates due

regard for risk with appropriate mitigation measures, including the responsibility for TUPE of existing staff.

### **Total value (estimated)**

- £750,000 excluding VAT
- £900,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 September 2025 to 31 August 2028
- Possible extension to 31 August 2030
- 5 years

Description of possible extension:

option of 2 further one year extensions (3+1+1)

## **Main procurement category**

Services

## **CPV classifications**

- 55524000 - School catering services
- 55500000 - Canteen and catering services

## **Contract locations**

- UKK - South West (England)

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## **Participation**

### **Legal and financial capacity conditions of participation**

As per the information contained within the procurement documents

### **Technical ability conditions of participation**

As per the information contained within the procurement documents

## **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

2 May 2025, 12:00pm

### **Tender submission deadline**

9 May 2025, 12:00pm

### **Submission address and any special instructions**

[www.mytenders.co.uk](http://www.mytenders.co.uk)

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

23 June 2025

## Recurring procurement

Publication date of next tender notice (estimated): 1 January 2030

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### Award criteria

Name	Description	Type	Weighting
Total Menu Item Pricing	Total Menu Item Pricing	Price	17.50%
Menu Planning & Development	Menu Planning & Development	Quality	15.00%
Meal Deal Price	Menu Deal Price	Price	12.50%
Proposed Service Model	Proposed Service Model	Quality	10.00%
Capital Investment for the School	Capital Investment for the School	Price	10.00%
Service Model Case Study	Service Model Case Study	Quality	5.00%
Added Value	Added Value	Quality	5.00%
Contractor Staff	Contractor Staff	Quality	5.00%
Contract Management, Reporting & Service Quality Monitoring & Complaints	Contract Management, Reporting & Service Quality Monitoring & Complaints	Quality	5.00%
Contract Mobilisation & Risk Management	Contract Mobilisation & Risk Management	Quality	5.00%
Sustainability	Sustainability	Quality	5.00%
Fixed Annual Profit for School	Fixed Annual Profit for School	Price	5.00%

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### Other information

### Payment terms

As per information contained within the procurement documents

### **Description of risks to contract performance**

As per information contained within the procurement documents

### **Applicable trade agreements**

- Government Procurement Agreement (GPA)

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

### **Justification for not publishing a preliminary market engagement notice**

The requirements are not complex or niche and the Contracting Authority already has an understanding of what they want the service to deliver and the catering market is known.

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## Documents

### Associated tender documents

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

Procurement Documents available via the tendering portal

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## Contracting authority

### Great Torrington School

- Public Procurement Organisation Number: PGBQ-4436-HDMW

Calvesford Road

Torrington

ex38 7dj

United Kingdom

Contact name: Josie Medforth

Email: [josie.medforth@phplaw.co.uk](mailto:josie.medforth@phplaw.co.uk)

Region: UKK43 - Devon CC

Organisation type: Public authority - sub-central government

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## Other organisation

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

### PHP Law LLP Ltd

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

- Public Procurement Organisation Number: PPRM-9434-VNYQ

Unit 3, The Brutus Centre, Station Road

Totnes

TQ9 5RW

United Kingdom

Contact name: Josie Medforth

Email: [josie.medforth@phplaw.co.uk](mailto:josie.medforth@phplaw.co.uk)

Region: UKK43 - Devon CC

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## Contact organisation

Contact [Great Torrington School](#) for any enquiries.