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Tender

## **Sir Robert Pattinson Academy ~ Catering Tender**

Sir Robert Pattinson Academy

F02: Contract notice

Notice identifier: 2023/S 000-013280

Procurement identifier (OCID): ocds-h6vhtk-03c789

Published 10 May 2023, 12:05pm

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

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

Sir Robert Pattinson Academy

Moor Lane

North Hykeham

LN6 9AF

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKF3 - Lincolnshire

**Internet address(es)**

Main address

<https://srpa.co.uk>

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-North-Hykeham:-School-catering-services./N29Z5K9432>

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

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Sir Robert Pattinson Academy ~ 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 Catering services for Sir Robert Pattinson Academy.

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

Value excluding VAT: £1,270,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKF3 - Lincolnshire

Main site or place of performance

Lincolnshire

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

The successful Supplier will be required to provide Catering services for Sir Robert Pattinson Academy.

Sir Robert Pattinson Academy is an 11 – 18 comprehensive school where students are valued, happy, challenged and strive to achieve their best. The Academy provides rich learning experiences both in and outside of the classroom resulting in a great education.

Our school is very special for many reasons. We have fantastic staff, who inspire and support students to succeed, and our ethos provides a calm and caring learning environment which you can feel as you walk around the Academy. We place strong emphasis on community values and believe every student is an individual. We believe it is crucial to celebrate everyone's successes and varied talents. The Academy pupil roll is expected to increase during the term of this contract.

This is the first time that the Academy has put their catering requirement to competitive tender. The contract will commence on 1 January 2024 for an initial period of three years, ending on 31 December 2026, with the opportunity to extend for a further period of two years at the discretion of the governing body.

The contract covers the scope for the provision of all catering services within the Academy, including hospitality and free issue requirements. There are currently circa 1400 pupils, including 175 in Sixth form from September 2023 and currently 161 pupils are eligible for Free School Meals.

There is indoor seating in the main dining area for circa 243 pupils, with an ancillary seating area of 160 for pupils having cold meals or packed lunches, as there is currently no service point. The School currently has two outside food pods with canopy covered seating for circa 240 pupils, but there is outside space to seat circa 1000 if required.

The contract is offered on a 'guaranteed performance' basis. Currently Cash Meal Deals are at a maximum of £2.75, with Free School Meals charged on consumption at margin. Hospitality and free issues are also recharged on consumption at "net" food cost only. The client's key budget objective is to achieve a guaranteed 'nil cost of catering' for the initial three-year term of the contract, with a subsequent budget negotiation with regards to any year 4 & 5 contract extension.

It is appreciated that a level of investment may be identified as a requirement of your bid, and therefore bidders are encouraged to provide detailed information of any equipment felt necessary. Bidders must provide the equipment make, model and cost and a justification of how this equipment will assist in fulfilling the proposal and potential of the service. All investment suggested must be fully justified within the Service Development and Finance sections of your Bidder Response. The level of investment provided will be at the School's discretion, subject to the method of obtaining the investment for the required equipment.

The quality of food provision will be critical and indeed your organisation must be flexible enough to source bakery, meat, fruit and vegetables and dairy products through local

suppliers based no more than 25 miles from the School. It is expected that menus will feature and utilise products in season.

Customer engagement will be fundamental to the continuous improvement in the service provision and within your tender response your methodology to achieve this will be detailed along with examples of where this has recently been undertaken within similar contracts.

The successful contractor should have experience of a similar style of operations in a local Secondary School environment and ensure that the Operational Management Team responsible for the contract is available for regular visits and support for the contract. Suitable coverage is required for any planned or unplanned leave from within the establishment staffing structure.

See SQ Document for more information.

#### **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: £1,200,000

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

Start date

1 January 2024

End date

31 December 2028

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

16 June 2023

Local time

12:00pm

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

10 July 2023

#### **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-North-Hykeham:-School-catering-services./N29Z5K9432>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/N29Z5K9432>

GO Reference: GO-2023510-PRO-22931236

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

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

Sir Robert Pattinson Academy

North Hykeham

Country

United Kingdom