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Tender

## **Queen Alexandra College ~ Catering Tender**

Queen Alexandra College

F02: Contract notice

Notice identifier: 2023/S 000-013897

Procurement identifier (OCID): ocds-h6vhtk-03c90d

Published 16 May 2023, 12:05pm

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

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

Queen Alexandra College

Court Oak Road

Harborne

B17 9TG

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

**Region code**

UKG31 - Birmingham

**Internet address(es)**

Main address

<https://www.gac.ac.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-Harborne:-School-catering-services./Z5ZY46568Z>

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

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## **Section II: Object**

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

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

Queen Alexandra College ~ 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 Queen Alexandra College (QAC).

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

Value excluding VAT: £1,869,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKG31 - Birmingham

Main site or place of performance

Birmingham

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

The successful Supplier will be required to provide Catering services for Queen Alexandra College (QAC).

QAC can trace its history back to 1847 when the General Institution for the Blind was founded by Mary Badger and Elizabeth Harrold.

We are a national residential College and charity that supports a diverse range of student abilities and needs based in Birmingham. We offer courses for young people aged 16-25yrs as well as employment focused and supported living programmes.

Our mission statement is to create challenging learning opportunities for people with visual impairment and/or other disabilities to realise their potential to work and to live independently.

The ethos and culture at QAC are underpinned by the principles of Equality, Diversity and Inclusion and we are proud to have achieved and retain accreditation in both Investors in Diversity and Investors in People (Silver). We were awarded the prestigious Leaders in Diversity award in Nov 2021 and continue our journey to be even better leaders in diversity.

The contract covers the scope for the provision of all catering services within the College, including hospitality and free issue requirements.

The duration of the contract offered is three years commencing on 1 April 2024, concluding on 31 March 2027, with the opportunity to extend by up to an additional two years at the discretion of the governing body. There are 183-185 academic days each year, plus 15 teacher training days within which a limited catering service is required. During academic days circa 220 student meals are served per day @ £2.20, plus circa 76 staff meals at £2.20.

The contract is offered on a 'guaranteed performance' basis. Currently Cash Meal Deals are at a maximum of £3.20 for pupils and £3.70 for staff, with Free School Meals for approximately 50% of pupils charged on consumption with margin applied. Hospitality and free issues are recharged on consumption at "net" food cost only.

During academic days squash, tea, coffee and chocolate drinks are provided daily for circa 220 students between 10:15 and 10:45am and an additional 120 students in the afternoon between 14:00 and 14:15. Additionally, four staffroom areas and two offsite staffroom areas are to be provisioned with supplies of tea, herbal tea, instant coffee, milk & sugar to support a total of 300 staff.

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 College'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. 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 or Further Education environment and ensure that the Operational Management Team responsible for the contract is available for regular visits and support for the contract. 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: £1,869,000

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

Start date

1 April 2024

End date

31 March 2029

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

#### **II.2.14) Additional information**

To respond to this opportunity please click here:

<https://litmustms.co.uk/respond/Z5ZY46568Z>

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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

23 June 2023

Local time

12:00pm

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

28 August 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-Harborne:-School-catering-services./Z5ZY46568Z>

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GO Reference: GO-2023516-PRO-22981064

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

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

Queen Alexandra College

Harborne

Country

United Kingdom