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Tender

Provision of Catering Services at Belfast Castle and Malone House

Belfast City Council

F01: Prior information notice

Call for competition

Notice identifier: 2021/S 000-014125

Procurement identifier (OCID): ocids-h6vhtk-02bea0

Published 21 June 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

Belfast City Council

No 9 Adelaide, 9-21 Adelaide Street

Belfast

BT2 8GD

Email

cps@belfastcity.gov.uk

Country

United Kingdom

NUTS code

UKN06 - Belfast

Internet address(es)

Main address

www.belfastcity.gov.uk

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<http://e-sourcingni.bravosolution.co.uk>

Additional information can be obtained from another address:

Belfast City Council

No 9, 9-21 Adelaide Street

Belfast

BT2 8DJ

Contact

Emma Morrison

Email

cps@belfastcity.gov.uk

Country

United Kingdom

NUTS code

UKN06 - Belfast

Internet address(es)

Main address

<https://e-sourcingni.bravosolution.co.uk>

Tenders or requests to participate must be submitted electronically via

<http://e-sourcingni.bravosolution.co.uk>

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

Other activity

Catering and Hospitality Services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Catering Services at Belfast Castle and Malone House

II.1.2) Main CPV code

- 55000000 - Hotel, restaurant and retail trade services

II.1.3) Type of contract

Services

II.1.4) Short description

Belfast City Council requires catering and retail service provision across 2 of its venues/sites within Belfast.

These have been split into 2 lots as follows:

Lot 1: Belfast Castle - wedding, celebratory, meeting and retail

Lot 2: Malone House - wedding, celebratory, meeting and retail

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

This will be set out in more detail in the tender documents.

II.2) Description

II.2.1) Title

Lot 1: Belfast Castle

Lot No

1

II.2.2) Additional CPV code(s)

- 55000000 - Hotel, restaurant and retail trade services
- 55900000 - Retail trade services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast Castle, Antrim Road, BT15 5GR.

II.2.4) Description of the procurement

Belfast Castle is one of Belfast's main visitor attractions with over 100 000 visitors. It is also a popular venue for meetings and events with several rooms available, the largest having a seated dining capacity of 160. Prior to COVID-19, 290 meetings and 59 wedding/celebratory events were held in 2018/19. The retail element of the Castle includes a 40 seat tavern/cafe and a 40+ seat restaurant and is popular with tourists and

local users.

In response to the easing of restrictions imposed by the worldwide coronavirus (COVID-19) pandemic, Belfast Castle has now re-opened and a Contractor is required to provide catering services.

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: £5,000,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

It is anticipated the contract period will be for 5 years period (60 months). It is anticipated that the contract will include a 12 month break clause.

Belfast City Council reserve the right to extend this contract period if the economic operator can present a valid case to do so e.g. to allow for a return of investment on a capital investment proposal regarding the venues.

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) Description

II.2.1) Title

Lot 2: Malone House

Lot No

2

II.2.2) Additional CPV code(s)

- 55000000 - Hotel, restaurant and retail trade services
- 55900000 - Retail trade services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Malone House, Barnett Demense, Belfast, BT9 5PB.

II.2.4) Description of the procurement

Located in the south of Belfast, Malone House is an 1820s mansion. It is a popular venue for weddings and social functions with 4 rooms available, the largest having a seated dining capacity for 120 people. Prior to COVID-19, 312 meetings and 19 Wedding Celebratory events were held 2018/19. The retail element of Malone House includes a 26 seat Malone Room Café/Bar and 40 seat Restaurant.

In response to the easing of restrictions imposed by the worldwide coronavirus (COVID-19) pandemic, Malone House has now re-opened and a Contractor is required to provide catering services.

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: £2,500,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

It is anticipated the contract period will be for 5 years period (60 months). It is anticipated that the contract will include a 12 month break clause.

Belfast City Council reserve the right to extend this contract period if the economic operator can present a valid case to do so e.g. to allow for a return of investment on a capital investment proposal regarding the venues.

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

Competitive procedure with negotiation

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 expressions of interest

Date

23 July 2021

Local time

2:00pm

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

English

IV.2.5) Scheduled date for start of award procedures

1 September 2021

Section VI. Complementary information

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Belfast Castle and Malone House recently re-opened on 1st June in line with the easing of COVID restrictions by the Assembly and the Council now have an opportunity to appoint a supplier(s) to provide catering services at both Belfast Castle and Malone House and would welcome expressions of interest 'EOIs' from the market in order to ascertain supplier's current levels of interest, capability and capacity to deliver the service.

The immediate priority for the Council at each venue has been to ensure event bookings (i.e. weddings and parties) over summer period are covered and interim provisions are in place to cover this, however the Council are keen to fully open the other catering and retail services at the venues as soon as possible i.e. cafés and restaurants.

Economic Operators are asked to email their initial EOI to cps@belfastcity.gov.uk. An EOI Questionnaire will then be sent to Economic Operators which then need to be completed and returned on or before 2pm on 23rd July 2021.

The EOI Questionnaire is intended as a starting point to help the Council determine the interest in the market for delivering the catering services at each venue and to facilitate further discussions/ negotiations.

Completed EOI questionnaires should be emailed to quotations@belfastcity.gov.uk by the closing date indicated above.

Given the short timescales involved, upon receipt of the completed EOIs, the Council will review responses to help determine the best approach/strategy to appointing an Economic Operator, or a number of Economic Operators, to provide the catering services at both venues taking into consideration:

1. Level of interest from the market
2. Capability and capacity of suppliers to mobilise to provide the service from September/ October and beyond
3. The limitations/ constraints requested by suppliers
4. Best value for money offer taking into consideration capability and capacity of the Economic Operator, risk and cost/ concession offered.

It is anticipated that the Council will request interested suppliers to attend a meeting/ interview in order to further discuss proposals. Depending on the level of interest from the market the Council reserves the right to request interested suppliers participate in further competition to facilitate an award of contract i.e. tender.

Length and scope of any contract/ agreement following this exercise will be subject to

negotiation taking into consideration the Council's obligations under the Concession Contracts Regulations 2016 (as amended), public procurement policy, Council procedures and evolving COVID Regulations/ restrictions.

The Council reserves the right to discontinue any negotiations or award procedures at any time and are not liable for any costs incurred by Economic Operators associated with participating in this EOI exercise.

This procurement is being let under the Concession Contracts Regulations 2016 'CCR 2016' and the services in scope are listed under Schedule 3 of the CCR 2016, therefore associated procurement procedures apply as allowed for under these scope of services i.e. light touch regime.

VI.4) Procedures for review

VI.4.1) Review body

Belfast City Council

No 9, 9-21 Adelaide Street

Belfast

BT2 8DJ

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Courts of Justice

Belfast

Country

United Kingdom