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Tender

## **West Park School ~ Catering services tender**

West Park School

F02: Contract notice

Notice identifier: 2021/S 000-017509

Procurement identifier (OCID): ocds-h6vhtk-02cbd3

Published 23 July 2021, 2:15pm

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

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

West Park School

West Road, Spondon, Derby

Derbyshire

DE21 7BT

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKF1 - Derbyshire and Nottinghamshire

**Internet address(es)**

Main address

<https://www.westpark.derby.sch.uk/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/GG87E4HD9Q>

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**

West Park School ~ Catering services 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 West Park School.

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

Value excluding VAT: £1,042,638

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

This contract is divided into lots: No

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

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

NUTS codes

- UKF1 - Derbyshire and Nottinghamshire

Main site or place of performance

Derbyshire and Nottinghamshire

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

The successful Supplier will be required to provide catering services for West Park School.

The percentage of our pupils known to be eligible for free school meals is: 13.68% of the total number on roll of 1454 pupils.

The catering contract being offered will commence on 1 August 2022 for an initial period of three years, concluding on 31 July 2025, and will be offered on a guaranteed performance basis, with a service on each of the 190 full academic days and by agreement for the 5 inset days.

West Park School catering aims:

- To ensure that the whole school community understands the importance of a nutritionally balanced diet in promoting health and wellbeing.
- To offer pupils and staff a range of value for money options, suitable for all customer's budgets to maximise uptake of the catering service.
- To stimulate pupil interest in the service through promotions, variety, new foods and links

between to the curriculum.

The School has had the same catering contractor for a significant number of years and this is the first time the contract has been placed at competitive tender for over 5 years.

Annual catering revenue for the year ending 31 July 2019 was £347,546. (Last full year trading pre-Covid) The successful contractor is expected to have a local operational presence, as specialist caterers in the Secondary School sector.

The contract covers the scope for the provision of catering services within the School, which currently includes breakfast, morning break, lunch, all hospitality and free issue requirements. Free school meals and hospitality will be charged at cost price, based on consumption.

The School expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, prepared on-site.

See SQ Document for further details.

The School intends to focus heavily on healthy, fresh, seasonal, locally sourced produce and sees the catering service as an exciting opportunity to complement the overall student experience, through the regular introduction of new ingredients, themed and promotional events. The successful contractor will be required to play their part in acting as a catalyst for improvement of the pupil experience.

The successful contractor will work closely with the School to manage the provision of catering and the overall 'meal experience'.

#### **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: £1,042,638

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

Start date

1 August 2022

End date

31 July 2025

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

3 September 2021

Local time

12:00pm

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

6 October 2021

#### **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-Derbyshire:-School-catering-services./GG87E4HD9Q>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/GG87E4HD9Q>

GO Reference: GO-2021723-PRO-18618166

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

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

West Park School

Derbyshire

Country

United Kingdom