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Tender

Northern Star Academies Trust Framework Agreement Catering Tender

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F02: Contract notice

Notice identifier: 2021/S 000-018392

Procurement identifier (OCID): ocds-h6vhtk-02cf46

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Section I: Contracting authority

I.1) Name and addresses

Northern Star Academies Trust Framework Agreement Catering Tender

SGHS Business Centre, Gargrave Road

Skipton

BD23 1QN

Contact

Liz Ellory-Hoare

Email

leh@redboxcs.com

Telephone

+44 1423810985

Country

United Kingdom

NUTS code

UKE - Yorkshire and the Humber

Internet address(es)

Main address

www.redboxcs.com

Buyer's address

<https://www.nsat.org.uk/>

I.3) Communication

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

www.redboxcs.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.redboxcs.com

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

Northern Star Academies Trust Framework Agreement Catering Tender

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Northern Star Academies Trust wish to be at the forefront of School catering and as such require a modern, branded offer that reflects the leading trends in the industry.

At this time, the Trust's wish is to commence a catering contract, with a partner who shares their vision for a customer-focused service that attracts the maximum number of students while driving for some radical environmental aspirations. The meals that are to be provided must be appealing to customers, imaginative, provide good value for money and comply with the national Standards for School Lunches.

Beyond this however, the Trust are looking to provide a consistent Trust wide narrative to promote healthy and sustainable practices, while developing ways to engage stakeholders in the vision of greener attitudes, local provenance and food that looks fresh and has a story. The Trust has collaborated through a series of workshops, to create a Food and Catering Charter which collates the vision for catering within the Trust.

Pupil and staff feedback has focused on speed of service, single use plastics and removing unhealthy options. For full feedback please see the included survey responses from Primary, Secondary and Staff stakeholders.

Therefore, the aim of this tender is to find a commercially realistic partner, who is forward thinking and collaborative in their approach. The Trust have determined to utilise the charter below which incorporates this feedback, when measuring the prospective partners for this Contract.

The Contractor shall acknowledge that TUPE will apply to this contract.

It is requirement of the Contractor that an on-site area management support function is available from the start of the contract for a minimum of one month. The Contractor shall ensure that the current catering team's strengths and weaknesses are assessed immediately at the start of the contract and provide tailored training to address their development needs.

The Contractor will provide regular management support on an on-going basis including training, marketing and HR for the duration of the contract.

It is a requirement that the Contractor must provide an ABS pension for the contract, which will allow staff who TUPE to retain access to their LGPS pension.

The Contractor must ensure that equality of service provision is provided through menu choice ensuring particular requirements are met for religious and dietary requirements e.g., Halal, vegetarian, vegan, medical diets.

Skipton Girls, Harrogate High and New Park Schools have a requirement for an HFA Halal provision. They would not like HFA meat to be the basis of the menu, but simply an additional choice. Consideration of food separation and preparation will need to be shown.

Eastwood and Holycroft Primaries both have a requirement for HMC Halal provision for the majority of pupils.

The Contractor should ensure that their purchasing for all produce, which is to be used in Halal meals, conforms to the HMC requirements for these sites and that this can be easily and readily demonstrated to the students and their parents and guardians. Food preparation and delivery must also conform to Halal requirements.

Where HMC cannot be provided at these Schools, the Trust will require some detail for alternative solutions.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber

Main site or place of performance

Northern Star Academies Trust

Skipton Girls High School

Harrogate High School

Greatwood Primary School

New Park Primary School

Hookstone Primary School

Eastwood Community Primary School

Holycroft Primary School

II.2.4) Description of the procurement

3 year Framework Agreement with two optional 1 year extensions for Catering Services at Northern Star Academies Trust

1st January 2022- 31st December 2024

Skipton Girls High School

Harrogate High School

Greatwood Primary School

New Park Primary School

Hookstone Primary School

1st April 2022- 31st December 2024

Eastwood Community Primary School

Holycroft Primary School

Tender Schedule

Issue of Invitation to Tender 2nd August 2021

Bidding companies to visit The Schools 10th and 11th August 2021

Deadline for return of Tender Responses 15th September 2021

Presentation by shortlisted Bidders to The Trust 6th October 2021

References site visits week commencing w/c 11th October 2021

Contract award by Monday 18th October 2021

Mobilisation Meeting TBC

Contract commencement 1st January 2022 for Harrogate and Skipton

1st April 2022 for Keighley

Site Visits Breakdown

Skipton Girls High School at 9:30am on Tuesday 10th August 2021

Greatwood Primary School at 11:30am on Tuesday 10th August 2021

Eastwood Primary School at 1:00pm on Tuesday 10th August 2021

Holycroft Primary School at 2:00pm on Tuesday 10th August 2021

Hookstone Primary School at 9:30am on Wednesday 11th August 2021

Starbeck Primary School at 10:30am on Wednesday 11th August

Harrogate High School at 11:30am on Wednesday 11th August 2021

New Park Primary School at 1:00pm on Wednesday 11th August 2021

All of the tenders will be subject to a detailed evaluation process, which will be based on an appropriate balance between sound commercial principles, technical expertise and a firm commitment to meeting all of the Trust's requirements.

The Evaluation Matrix below, details the requirements of this tender including weighting. The Trust shall be under no obligation to accept the lowest of any tender prices submitted hereunder.

The Trust will be utilising a partnership document to evaluate Contractors and gauge how the services will align with the vision for all customers and stakeholders. This along with the commercial considerations, will be measured to shortlist Catering partners.

You will see that the corresponding Food and Catering Vision (below) details the service vision as formulated by leaders, senior leaders and pupils. We are inviting Contractors to commit to as many of the elements as possible within their submission, through the Food and Catering Charter which we have used to formulate our Qualitative evaluation.

EVALUATION CRITERIA

Norther Star Academies Trust Catering

Profit/Subsidy

Investment

Total Score for Commercial Section 150

Quality

Food Quality/Provenance

Menu Offer

Special Dietary and Religious Provisions

Culture and Environment Service Quality

Contract Management

Staffing

Food Safety & HSE

Pensions and approach to TUPE

Mobilisation

Continuity of Service

Total Score for Quality Section 400

TOTAL SCORE 550

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement

documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

2 optional 1 year extensions

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Information on this tender is not available on the Northern Star Academies Trust website or the Red Box Consultancy Services Website.

Please request the documentation from leh@redboxcs.com via email.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

15 September 2021

Local time

11:59am

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 1 January 2022

IV.2.7) Conditions for opening of tenders

Date

15 September 2021

Local time

12:00pm

Place

One hard copy should be returned to SGHS Business Centre, Gargrave Road, Skipton, North Yorkshire, BD23 1QN for the attention of Mr Peter Addison-Child and this should be wrapped and have no visible markings that could relate to your organisation, including a franking mark. Once this has been opened, electronic copy of the tender response should then be sent to admin@redboxcs.com

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Please request documents for this tender from leh@redboxcs.com

VI.4) Procedures for review

VI.4.1) Review body

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Harrogate

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