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Tender

## **Bordesley Green Girls School & Sixth Form ~ Catering Tender**

Bordesley Green Girls School & Sixth Form

F02: Contract notice

Notice identifier: 2022/S 000-018895

Procurement identifier (OCID): ocids-h6vhtk-035078

Published 11 July 2022, 12:05pm

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

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

Bordesley Green Girls School & Sixth Form

Bordesley Green Road

Birmingham

B9 4TR

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKG3 - West Midlands

**Internet address(es)**

Main address

<http://www.bordgrng.bham.sch.uk/index.asp>

**I.3) Communication**

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

<https://litmustms.co.uk/tenders/UK-UK-Birmingham:-School-catering-services./5DURF62849>

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**

Bordesley Green Girls School & Sixth Form ~ 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 Bordesley Green Girls School & Sixth Form.

We are proud of our students and of our school; our Progress 8 results put us in the top 15% of schools nationally.

Our (circa) 1000 pupils are rightly ambitious and they go on from our Sixth Form pupils to the UK's top universities or to apprenticeships in some of the country's leading companies. We work hard every day to ensure our pupils receive the very best state education available and to encourage them to believe in themselves.

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

Value excluding VAT: £1,220,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKG3 - West Midlands

Main site or place of performance

West Midlands

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

Our school catering is composed of the main school kitchen and a satellite service (only point providing food to our circa 380 sixth form students. Whilst sixth formers can leave the site with parental approval, in practise few do. Our students have a clearly defined understanding of the compliant style of HMC Halal orientated food that they enjoy and expect to have provided at School. The successful catering contractor shall understand this requirement, through facilitated engagement with student representatives.

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

The duration of the contract offered is three years commencing on 1 April 2023, concluding on 31 March 2026, with the opportunity to extend by up to an additional two years at the discretion of the governing body.

The contract is offered on a 'guaranteed performance' basis. Currently Cash Meal Deals are at a maximum of £2.40, with Free School Meals for approximately 37% of pupils are charged on consumption at "net" food cost, with no margin applied. Hospitality and free issues are also recharged on consumption at "net" food cost only.

There is a single lunch break each day of (55 minutes, 12:10 – 13:05 Wednesdays) to an hour duration each other day. Sixth formers are allowed off site, with written parental consent, however typically few pupils take advantage of this opportunity.

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 also 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.

An NRS/Civica biometric cashless system is already in operation, there are three tills in the main School dining area, and additional two in the sixth form dining area. There are no active cash loaders, with 100% of transactions being facilitated via ParentPay, either directly by parents or via school reception.

There are ample Plasma screens to support dynamic promotional activities.

The successful Supplier will work closely with the Client to manage the provision of catering and the overall 'meal experience. The value of the catering contract was £244K for the period 1st April 2021 to 31st March 2022.

NB: Please note that the successful contractor will pay a proportion of the procurement consultancy fee on contract award, which will be £3,000.00 plus VAT.

See SQ Document for more details.

#### **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: £1,220,000

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

Start date

1 April 2023

End date

31 March 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

19 August 2022

Local time

12:00pm

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

3 October 2022

#### **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-Birmingham:-School-catering-services./5DURF62849>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/5DURF62849>

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

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



Bordesley Green Girls School & Sixth Form

Bordesley Green Road

Birmingham

B9 4TR

Country

United Kingdom