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Tender

## **Caldicot School ~ Catering Tender**

Caldicot School

F02: Contract notice

Notice identifier: 2022/S 000-019948

Procurement identifier (OCID): ocds-h6vhtk-035494

Published 21 July 2022, 7:05pm

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

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

Caldicot School

Mill Lane

Caldicot

NP26 5XA

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKL21 - Monmouthshire and Newport

**Internet address(es)**

Main address

<https://www.caldicotschool.com/>

**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-Caldicot:-School-catering-services./7NMS855X45>

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**

Caldicot School ~ 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 Caldicot School (the Client).

The contract covers the scope for the provision of all catering services within the school, which also includes all hospitality and free issue requirements.

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

Value excluding VAT: £78,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKL21 - Monmouthshire and Newport

Main site or place of performance

Monmouthshire and Newport

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

The successful Supplier will be required to provide catering services for Caldicot School (the Client).

The contract covers the scope for the provision of all catering services within the school, which also includes all hospitality and free issue requirements.

The duration of the contract being offered is three years commencing on 1 August 2023 and concluding on 31 July 2026 and will be on a guaranteed performance basis offering a fixed annual return to Caldicot School. There will be the option to extend the contract for a further term excluding the right to further extend. The contract being offered and will be guaranteed performance in nature.

The contract currently offers a zero-cost option to Caldicot School with all hospitality and free issues being charged at net food cost only, this is approx. £20k per annum.

It is expected that the successful contractor will have experience in the requirements of the Healthy Eating in Schools (Nutritional Standards & Requirements) (Wales) Regulations 2014 ~ <http://gov.wales/topics/educationandskills/schoolshome/foodanddrink/healthy-eating/?lang=en> ~ and be able to offer innovation and forward thinking during this contract term.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of all catering services within the school. The high-quality service levels proposed, should maintain excellent standards throughout, resulting in a new food service offer with consistent high standards of food operations within the School.

Regular customer and parental engagement will be required to ensure this is the case moving into the contract term

These new standards of operation should meet the needs of the pupils' moving forwards into this contract term. The current range of foods needs to be expanded along with the service provision. It is one of the objectives of this tender that the successful contractor will utilise the local supply chain and farming "belt" in Monmouthshire and Wales to source all fresh produce, namely being:

Bakery Products

Meat

Fruit and Vegetables

Dairy Products

As you can appreciate, working with the local community is something that the School strives to do at all times and to this end we would like to ensure that all your fresh produce is sourced from Welsh local suppliers (within a 20-mile radius of the School):

Caldicot School also seeks to ensure that the catering operation will have the following objectives from 1 August 2023:

- 1.The provision of a healthy balanced menu that meets nutritional guidelines and is enjoyed by our students
- 2.Better value for money to be provided ensuring that the students are consistently provided with a quality meal with reasonable portion sizes
- 3.A series of theme days are organised and run throughout the year with an exciting and robust marketing plan.
- 4.The successful contractor's management team show a real interest in the School and its students moving into this contract term
- 5.Clear and transparent accounting

The successful contractor is expected to maximise the use of all catering facilities through the adoption and employment of effective marketing policies and techniques. It will be the responsibility of the Contractor to develop specific marketing proposals to encourage a healthy approach to eating all signage, labels and menus should be bi-lingual in nature at all times.

In addition, the successful contractor will be expected to put forwards both innovation and their proposals for making this contract more environmentally sensitive and carbon neutral moving into this contract term both by way of contract delivery, and also within the successful contractor's organisation, thus working to deliver to Caldicot School's environmental policies. Your approach to sustainability should mirror that of Caldicot School's.

Please see the 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: £78,000

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

Start date

1 August 2023

End date

31 July 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

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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

9 September 2022

Local time

12:00pm

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

14 November 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-Caldicot:-School-catering-services./7NMS855X45>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/7NMS855X45>

GO Reference: GO-2022721-PRO-20648025

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

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

Caldicot School

Mill Lane

Caldicot

NP26 6XA

Country

United Kingdom