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Tender

Millennium Gallery and Weston Park Museum Cafe

Sheffield Museums Trust

F02: Contract notice

Notice identifier: 2024/S 000-020540

Procurement identifier (OCID): ocds-h6vhtk-047af0

Published 5 July 2024, 10:37am

Section I: Contracting authority

I.1) Name and addresses

Sheffield Museums Trust

Leader House, Surrey Street

Sheffield

S17 3GP

Contact

Clair Taylor

Email

clair.taylor@sheffieldmuseums.org.uk

Telephone

+44 7787434537

Country

United Kingdom

NUTS code

UKE32 - Sheffield

Internet address(es)

Main address

www.sheffieldmuseums.org.uk

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA31889

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Catering

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Millennium Gallery and Weston Park Museum Cafe

Reference number

MGWPM2

II.1.2) Main CPV code

- 55500000 - Canteen and catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Sheffield Museums Trust (SMT) is an independent charitable trust which manage, develop and share the City of Sheffield's extensive and prestigious collections of art, history and science.

SMT invites tenders from suitably qualified and experienced catering companies for the opportunity to operate the cafes at either one or two of our prestigious sites, Millennium Gallery and Weston Park Museum.

We are seeking an ambitious café operator who will meet our high expectations of quality; drive growth and income; and work with Sheffield Museums to ensure that we offer all our visitors an excellent welcome and experience. We are looking to increase the income generated by our café sites through creativity of offer and vibrancy of the sites.

We see a significant opportunity at this time for our sites to be utilised both inside and outside of museum opening hours in order to maximise the potential of these prestigious sites.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKE32 - Sheffield

Main site or place of performance

Millennium Gallery and Weston Park Museum, Sheffield

II.2.4) Description of the procurement

We are seeking an ambitious café operator who will meet our high expectations of quality; drive growth and income; and work with Sheffield Museums to ensure that we offer all our visitors an excellent welcome and experience. We are looking to increase the income generated by our café sites through creativity of offer and vibrancy of the sites.

We see a significant opportunity at this time for our sites to be utilised both inside and outside of museum opening hours in order to maximise the potential of these prestigious sites.

The current franchise agreement operates on a commission basis, with Museums Sheffield receiving

commission based on a percentage of turnover. We are open to a similar arrangement and also discussions around alternate financial arrangements.

NOTE To register your interest in this notice and obtain any additional information please visit the

myTenders Web Site at www.mytenders.co.uk

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

60

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Registered company

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

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

5 August 2024

Local time

12:00pm

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: 31 October 2024

IV.2.7) Conditions for opening of tenders

Date

5 August 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

Additional information will be supplied to interested parties which includes the scoring criteria and details on the information to be provided within the tender submission. Please register interest on mytenders or contact clair.taylor@sheffieldmuseums.org.uk

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=232205.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:232205)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

N/A

Country

United Kingdom