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Tender

## **Robert May's School ~ Catering Tender**

Robert May's School

F02: Contract notice

Notice identifier: 2023/S 000-020544

Procurement identifier (OCID): ocds-h6vhtk-03e2b0

Published 17 July 2023, 7:05pm

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

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

Robert May's School

West Street, Odiham

Hampshire

RG29 1NA

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

**Region code**

UKJ35 - South Hampshire

**Internet address(es)**

Main address

<https://www.rmays.org/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/267VN3J2R3>

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**

Robert May's 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 tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the 1350 students on roll and 157 teaching and support staff, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements.

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

Value excluding VAT: £1,700,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKJ35 - South Hampshire

Main site or place of performance

South Hampshire

## II.2.4) Description of the procurement

Robert May's School is located in Odiham, Hampshire, which was founded in 1694. In May 2012, the School became an Academy.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the 1350 students on roll and 157 teaching and support staff, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The School would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for five years in duration from 1 January 2024 to 31 December 2029 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with Robert May's School for the duration of this contract.

The School year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days.

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

Whilst the School prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

The value of the current contract is: -

2021/ 20222022/23

(YTD month 9)

Cash sales£280,375£292,480

Free School Meals £39,633£50,107

Hospitality£15,057£4,655

Total£335,065£347,242

The School expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The School expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of Every Child Matters.

As a school who are continually seeking ways to improve and develop the ethos and environment for students and staff, to give them the facilities they deserve and need to meet the challenges of the 21st Century, any consideration regarding inward capital investment as part of the Contractor's tender submission would be welcomed. The School would wish for the Contractor to look at making this investment within the existing kitchen and dining area.

Please be advised that this contract will be let on a 5-year basis.

Annual contract basis: £1.7 million

Please see SQ document for further information

### **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: £1,700,000

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

Start date

1 January 2024

End date

31 December 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

18 August 2023

Local time

12:00pm

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

11 September 2023

#### **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-Hampshire:-School-catering-services./267VN3J2R3>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/267VN3J2R3>

GO Reference: GO-2023717-PRO-23421665

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

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

Robert May's School



West Street, Odiham

Hampshire

RG29 1NA

Country

United Kingdom