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Tender

Hampshire Primary Cluster 5 Catering Tender

St James CofE Primary School (Secondary Acct RMC)

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-020645

Procurement identifier (OCID): ocds-h6vhtk-051170

Published 12 May 2025, 5:24pm

Scope

Reference

RMandC/2025/HPC5/482

Description

The HPC5 consists of 5 schools in Hampshire: 3 primary schools / 1 junior school / 1 infant school. They are putting their catering contracts out to tender with a contract start dates of 1st January 2026 x 1 / 1st August 2026 x 4

Total value (estimated)

- £5 excluding VAT
- £5 including VAT

Above the relevant threshold

Main procurement category

Services

CPV classifications

- 55524000 - School catering services

Lot constraints

Maximum number of lots a supplier can be awarded: 4

Description of how multiple lots may be awarded:

You will be bidding for each school individually and the schools will be able to select their preferred company from the companies shortlisted to make presentations. Maximum number of lots a supplier can be awarded is 5

Not the same for all lots

Contract locations and contract dates are shown in Lot sections, because they are not the same for all lots.

Lot 2. Fair Oak Infant School

Description

This infant school is located in Fair Oak, Eastleigh. Pupil roll is 360. More details available

in the SQ Document Part 1.

Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

Contract dates (estimated)

- 1 August 2026 to 31 July 2029
- Possible extension to 31 July 2031
- 5 years

Description of possible extension:

Renewal possible after three years subject to satisfactory performance.

Contract locations

- UKJ35 - South Hampshire

Same for all lots

CPV classifications are shown in the Scope section, because they are the same for all lots.

Lot 3. Freegrounds Junior School

Description

This is a junior school in Hedge End, Southampton. Pupil roll is 333. More details available in the SQ Document Part 1

Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

Contract dates (estimated)

- 1 August 2026 to 31 July 2029
- Possible extension to 31 July 2031
- 5 years

Description of possible extension:

Renewal possible after three years subject to satisfactory performance.

Contract locations

- UKJ32 - Southampton

Same for all lots

CPV classifications are shown in the Scope section, because they are the same for all lots.

Lot 4. The Crescent Primary School

Description

This primary school is located in Eastleigh. Pupil roll is 613. More details are provided in the SQ Document Part 1.

Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

Contract dates (estimated)

- 1 August 2026 to 31 July 2029
- Possible extension to 31 July 2031
- 5 years

Description of possible extension:

Renewal possible after three years subject to satisfactory performance.

Contract locations

- UKJ35 - South Hampshire

Same for all lots

CPV classifications are shown in the Scope section, because they are the same for all

lots.

Lot 5. Winnall Primary School

Description

This primary school is located in Winchester. Pupil roll is 188. More details provided in the SQ Document Part 1.

Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

Contract dates (estimated)

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2030
- 5 years

Description of possible extension:

Renewal possible after three years subject to satisfactory performance.

Contract locations

- UKJ36 - Central Hampshire

Same for all lots

CPV classifications are shown in the Scope section, because they are the same for all lots.

Lot 1. Saint James Church of England Primary School

Description

This primary school is located in West End, Southampton. Pupil roll is: 588. More details provided in the SQ Document Part 1

Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

Contract dates (estimated)

- 1 August 2026 to 31 July 2029
- Possible extension to 31 July 2031
- 5 years

Description of possible extension:

Renewal possible after three years subject to satisfactory performance.

Contract locations

- UKJ32 - Southampton

Same for all lots

CPV classifications are shown in the Scope section, because they are the same for all lots.

Participation

Particular suitability

Lot 2. Fair Oak Infant School

Lot 3. Freegrounds Junior School

Lot 4. The Crescent Primary School

Lot 5. Winnall Primary School

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

20 June 2025, 1:00pm

Submission type

Requests to participate

Deadline for requests to participate

20 June 2025, 1:00pm

Submission address and any special instructions

You can submit your SQ response via the mytenders portal <https://www.mytenders.co.uk>. Or to be emailed to the schools and RM&C Consultants Ltd as detailed in the Part 1 Document. Please do not embed your documents into the Part 2 document, provide your additional documents / policies as attachments.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Suppliers to be invited to tender

Lot 2. Fair Oak Infant School

5 suppliers

Selection criteria:

Please complete the SQ Part 2 document and use the Scoring Example to see what you will score.

Lot 3. Freegrounds Junior School

Lot 4. The Crescent Primary School

Lot 1. Saint James Church of England Primary School

5 suppliers

Award decision date (estimated)

23 October 2025

Award criteria

Lot 2. Fair Oak Infant School

Name	Type
Scoring Example Lot 2	Quality

Weighting description

The Selection Questionnaire response will be scored using the scoring example attached.

Lot 3. Freegrounds Junior School

Name	Description	Type
Scoring Example Lot 3	Please complete the SQ Part 2 Quality document and use the Scoring Example to see what you will score.	

Weighting description

Please complete the SQ Part 2 document and use the Scoring Example to see what you will score.

Lot 4. The Crescent Primary School

Name	Description	Type
Scoring Example Lot 4	Please complete the SQ Part 2 Quality document and use the Scoring Example to see what you will score.	

Weighting description

The Selection Questionnaire response will be scored using the scoring example attached.

Lot 5. Winnall Primary School

Name	Description	Type
Scoring Example Lot 5	Please complete the SQ Part 2 Quality document and use the Scoring Example to see what you will score.	

Weighting description

The Selection Questionnaire response will be scored using the scoring example attached.

Lot 1. Saint James Church of England Primary School

Name	Description	Type
Scoring Example Lot 1	Please complete the SQ Part 2 Quality document and use the Scoring Example to see what you will score.	

Weighting description

The Selection Questionnaire response will be scored using the scoring example attached.

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

The first stage is the SQ's will be scored against the advertised template and the Schools will invite up to five companies achieving the pass mark for interview (you may achieve the pass mark but not be selected for the ITT stage), provided at least five suitable companies achieve the pass mark.

Documents

Associated tender documents

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=598912

2) HPC5 SQ Document Part 2 Catering

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=599297

1) HPC5 SQ Document Part 1 Catering

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=600227

3) HPC5 SQ Scoring Example Catering

Contracting authority

St James CofE Primary School (Secondary Acct RMC)

- Public Procurement Organisation Number: PBDL-2578-WMGY

Moorgreen Road

West End

SO30 3EG

United Kingdom

Contact name: Michelle Marsh

Email: st-james-headteacher@st-james-westend.hants.sch.uk

Region: UKJ35 - South Hampshire

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

RM&C Consultants Ltd

Summary of their role in this procurement: Management Consultants in providing tender management to Schools/Trusts

- Companies House: 04208069

Suthernwood View, Woodcote Road

South Stoke, Reading

RG8 0JJ

United Kingdom

Contact name: Sue Allen

Telephone: +44 7739599571

Email: Sue.allen@rmandcconsultants.co.uk

Website: <http://www.rmandcconsultants.co.uk>

Region: UKJ14 - Oxfordshire

Contact organisation

Contact [St James CofE Primary School \(Secondary Acct RMC\)](#) for any enquiries.