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Tender

## **Westminster Schools' Consortium ~ Catering Tender**

Westminster Schools' Consortium  
Edward Wilson Primary School  
Essendine Primary School  
Gateway Academy  
Hallfield Primary School  
St Mary Magdalene and St Stephen's Primary School  
Our Lady of Dolours RC Primary School  
Queen's Park School  
St Barnabas' CE Primary School  
St Gabriel's School  
St Luke's C of E Primary School  
St Matthews Primary School  
St Peter's School  
St Vincent de Paul School  
St Clement Danes CE Primary School

F02: Contract notice

Notice identifier: 2024/S 000-020781

Procurement identifier (OCID): ocds-h6vhtk-047b96

Published 8 July 2024, 2:05pm

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

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

Westminster Schools' Consortium

Hallfield Primary School, Porchester Gardens

Westminster

W2 6JJ

**Email**

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

**Telephone**

+44 1276673880

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.hallfieldschool.org.uk/>

**I.1) Name and addresses**

Edward Wilson Primary School

Senior Street

Westminster

W2 5TL

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://edwardwilson.org.uk/>

**I.1) Name and addresses**

Essendine Primary School

Essentine Road

Westminster

W9 2LR

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.essendine.org.uk/>

**I.1) Name and addresses**

Gateway Academy

4 Capland Street

Westminster

NW8 8LN

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.gateway-academy.co.uk/>

**I.1) Name and addresses**

Hallfield Primary School

Porchester Gardens

Westminster

W2 6JJ

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.hallfieldschool.org.uk/>

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

St Mary Magdalene and St Stephen's Primary School

Rowington Close

Westminster

W2 5TF

#### **Email**

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

#### **Country**

United Kingdom

#### **Region code**

UKI32 - Westminster

#### **Internet address(es)**

Main address

<https://www.mmsts.westminster.sch.uk/>

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

Our Lady of Dolours RC Primary School

19 Cirencester Street

Westminster

W2 5SR

#### **Email**

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

#### **Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.ourladydolours.co.uk/>

**I.1) Name and addresses**

Queen's Park School

Droop Street

Westminster

W10 4DQ

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.queensparkprimaryschool.co.uk/>

**I.1) Name and addresses**

St Barnabas' CE Primary School

St Barnabas Street

Westminster

SW11 8PF

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.stbarnabasprimary.org.uk/>

**I.1) Name and addresses**

St Gabriel's School

Churchill Gardens

Westminster

SW1V 3AG

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.stgabrielsprimary.co.uk/>

**I.1) Name and addresses**

St Luke's C of E Primary School

Fernhead Road, Queens Park

Westminster

W9 3EJ

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.stlukesprimary.org.uk/>

**I.1) Name and addresses**

St Matthews Primary School

18 Old Pye Street

Westminster

SW1P 2DG

**Email**



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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.stmwschool.org.uk/>

**I.1) Name and addresses**

St Peter's School

Chippenham Mews

Westminster

W9 2AN

**Email**

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

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.stpeterscm.co.uk/>

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

St Vincent de Paul School

Morpeth Terrace

Westminster

SW1P 1EP

#### **Email**

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

#### **Country**

United Kingdom

#### **Region code**

UKI32 - Westminster

#### **Internet address(es)**

Main address

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

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

St Clement Danes CE Primary School

Drury Lane

Westminster

WC2B 5SU

#### **Email**

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

#### **Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Internet address(es)**

Main address

<https://www.st-clementdanes.westminster.sch.uk/>

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

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

<https://litmustms.co.uk/respond/PXDBY6P9R8>

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**

Westminster Schools' Consortium ~ Catering Tender

#### **II.1.2) Main CPV code**

- 55524000 - School catering services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Westminster Schools' Consortium (The Consortium) currently comprises 16 Primary schools located in the London borough of Westminster and was formed in 2019 following the council's decision to delegate the previous centrally managed school meal service to schools. Since 2019, the school meal service has been outsourced and The Consortium now wishes to participate in a tender process in accordance with the Public Contracts Regulations 2015 for a further contract to supply its centrally managed outsourced school meals service.

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

Value excluding VAT: £12,880,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKI32 - Westminster

Main site or place of performance

Westminster

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

### **The Requirement**

Westminster Schools' Consortium (The Consortium) currently comprises 16 Primary schools located in the London borough of Westminster and was formed in 2019 following the council's decision to delegate the previous centrally managed school meal service to schools. Since 2019, the school meal service has been outsourced and The Consortium now wishes to participate in a tender process in accordance with the Public Contracts Regulations 2015 for a further contract to supply its centrally managed outsourced school meals service.

### **Basis of Contract**

- The contract will commence from the 1st September 2025 and will be for an initial period of 5 years.
- The contract may be extended by 2 further years making a total maximum fixed term of 7 years.
- London Living Wage is adopted at all participating schools
- The contract will be awarded to a single supplier.
- The estimated turnover is circa £9.2 million over the initial 5-year period.

### **Objectives**

The appointed Supplier will have significant experience of delivering quality catering services within Primary schools and should have proven expertise of successfully increasing pupil meal uptake across group contracts together with a compelling attitude towards making the lunchtime service appealing, healthy and educational for children.

Coupled with the familiarity and practice of successfully managing a large workforce, the Supplier should ideally have a strong operational base in London and able to leverage sufficient resources to ensure the required level of service is constantly maintained. Within the Consortium there are 2 schools without kitchens (Dining Centres) that have their meals delivered. It will be imperative that bidders are able to provide a solution for these Dining Centres either direct or via the use of a nominated Production Kitchen/s within the Consortium.

Ultimately, it is important that the Supplier can demonstrate a proven ability to manage a well-organised and efficient catering service that continually strives to offer 'best value' to each participating school.

### **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: £12,880,000

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

Start date

1 September 2025

End date

31 August 2032

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

16 August 2024

Local time

12:00pm

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

18 November 2024

#### **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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **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-Westminster:-School-catering-services./PXDBY6P9R8>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/PXDBY6P9R8>

GO Reference: GO-202478-PRO-26827253

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

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

Westminster Schools' Consortium

Hallfield Primary School, Porchester Gardens

Westminster

W2 6JJ

Country

United Kingdom