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Contract

The Circle Trust ~ Catering Tender

The Circle Trust

F03: Contract award notice

Notice identifier: 2022/S 000-021081

Procurement identifier (OCID): ocids-h6vhtk-02f318

Published 2 August 2022, 12:05pm

Section I: Contracting authority

I.1) Name and addresses

The Circle Trust

C/O St Crispin's School, London Road

Wokingham

RG40 1SS

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKJ11 - Berkshire

Internet address(es)

Main address

<https://thecircletrust.co.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Circle Trust ~ 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 The Circle Trust.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £3,406,395

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ11 - Berkshire

Main site or place of performance

Berkshire

II.2.4) Description of the procurement

The Circle Trust catering tender will consist of 6 Schools:

The Emmbrook School

Westcott Infant School

Nine Mile Ride Primary School

Shinfield Infant and Nursery School

St. Crispin's Secondary School

Westende Junior School

The Circle Trust is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements across all school within The Circle Trust. The Trust would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for three years in duration from 1st September 2022 to 31st Aug 2025 with the option to extend for a maximum of a further 2 years at the discretion of the client. This contract will operate as a Guaranteed Performance Contract, with the successful Contractor offering the Schools a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with The Circle Trust for the duration of this contract.

The academic year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that Schools 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 Schools, which currently includes morning break, lunch, all hospitality and free issue requirements. Free School meals are to be charged based on consumption with a margin attached and hospitality will be charged based on consumption and at net food cost.

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

The value of the current contract is determined by the total sales values achieved at each school as per the below: -

Annual total sales per school for the period Sept 2018 – Aug 2019 (the last full year before covid disruption)

The Emmbrook School £173,348

Westcott Infant School £53,000

Nine Mile Ride Primary School £74,000

Shinfield Infant and Nursery School £87,111

St. Crispin's Secondary School £251,280

Westende Junior School £42,540

Total annual sales across all schools = £681,279

Therefore the value of the contract is £3,406,395 (total annual sales across all schools as above x 5 for the 5 maximum year contract term)

The Trust expects the successful contractor to enable the continued development of catering at all schools through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients. The Trust expects the successful tenderer to evidence, through their bid, how they shall support and complement its values.

As a Trust 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 improvements here as part of the Contractor's tender submission would be welcomed.

- Please be advised that this contract will be let on a 3 + 2 years basis.
- Please be advised that any schools that may join the Trust during the term of this

catering contract may (at the discretion of the trust) – join this catering contract

- Please be advised that there are no incumbent members of catering staff in the Local Government Pension Scheme

Please see the SQ document for more information.

II.2.5) Award criteria

Price

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 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.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-027562](#)

Section V. Award of contract

Contract No

027562

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

15 June 2022

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Aspens Services Limited

Ground Floor, Teme House, Whittington Road, Whittington

Worcester

WR5 2RY

Country

United Kingdom

NUTS code

- UKG12 - Worcestershire

National registration number

06561073

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £2,309,335

Section VI. Complementary information

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.

To view this notice, please click here:

<https://litmustms.co.uk/delta/viewNotice.html?noticeId=710374155>

GO Reference: GO-202282-PRO-20718338

VI.4) Procedures for review

VI.4.1) Review body

The Circle Trust

C/O St Crispin's School, London Road

Wokingham

RG40 1SS

Country

United Kingdom