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Tender

## **Scholars' Education Trust Catering Tender**

Scholars' Education Trust

F02: Contract notice

Notice identifier: 2024/S 000-021875

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

Published 16 July 2024, 3:30pm

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

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

Scholars' Education Trust

Brakes Drive

St Albans

AL1 5AF

#### **Contact**

Louisa Earley

#### **Email**

[l.earley@scholarseducationtrust.co.uk](mailto:l.earley@scholarseducationtrust.co.uk)

#### **Telephone**

+44 727734420

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.rmandcconsultants.co.uk](http://www.rmandcconsultants.co.uk)

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA9341](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA9341)

**I.3) Communication**

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

[www.mytenders.co.uk](http://www.mytenders.co.uk)

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**

Scholars' Education Trust Catering Tender

Reference number

RM&C/2024/SET/440

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

- 55524000 - School catering services

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

Services

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

The Trust is putting the catering contracts in five of its schools out to tender: 3 secondary schools and 2 primary schools. When submitting your SQ response you must bid for all the schools, but the schools will be able to select their preferred company from those shortlisted to make presentations.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

The Highfield School

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 55524000 - School catering services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

The Highfield School, Highfield, Letchworth Garden City,

Hertfordshire, SG6 3QA

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

Pupil Numbers: - by year group As at 11th July 2024

Year 7 178

Year 8 175

Year 9 172

Year 10 177

Year 11 167

Sixth Form 130

Total 999

Current contractor HCL

There may be staff in a LGPS

#### **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

Yes

Description of renewals

Renewal possible after three years subject to satisfactory performance.

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

### **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

### **II.2.14) Additional information**

You must bid for all the schools, and each of the schools will be able to select their preferred company from the companies shortlisted to make presentations. There is no requirement for the schools to choose the same provider, although a 'Joint Bid' will be considered by the Trust/schools.

## **II.2) Description**

### **II.2.1) Title**

Longdean School

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 55524000 - School catering services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Longdean School, Rumballs Road, Hemel Hempstead,

Hertfordshire, HP3 8JB

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

Pupil Numbers: - by year group

Year 7 240

Year 8 241

Year 9 242

Year 10 240

Year 11 241

Sixth Form 233

Total 1,437

Sales over 12 months

FSM Sales 1,412 GBP (Breakfast)

90,324 (Break and Lunch)

4,663 GBP (Sixth Form)

Pupil Paid Meal Sales 1,397 GBP (Breakfast)

102,912 (Break)

176,873 (Lunch)

25,029 (Sixth Form)

Staff Duty Meal Sales 5,217 GBP

Staff Cash Sales 4,890 GBP

Hospitality Sales 17,065 GBP

Current Contractor: Innovate

There may be staff in a LGPS

#### **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

Yes

Description of renewals

Renewal possible after three years subject to satisfactory performance

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

#### **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

#### **II.2.14) Additional information**

You must bid for all the schools, and each of the schools will be able to select their preferred company from the companies shortlisted to make presentations. There is no requirement for the schools to choose the same provider, although a 'Joint Bid' will be considered by the Trust/schools.

## **II.2) Description**

### **II.2.1) Title**

Sir John Lawes School

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 55524000 - School catering services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Sir John Lawes School, Manland Way, Harpenden, Hertfordshire, AL5 4QP

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

Pupil Numbers: - by year group As of 11th July 2024

Year 7 211

Year 8 209

Year 9 193

Year 10 192

Year 11 200

Sixth Form 335

Total 1,340

Sales over 12 months

FSM Sales 31,722 GBP

Pupil Paid Meal Sales 442,301 GBP

Staff Duty Meal Sales 3,319 GBP

Staff Cash Sales TBC

Hospitality Sales 14,334 GBP

Current Contractor HCL

There may be staff in a LGPS

#### **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

Yes

Description of renewals

Renewal possible after three years subject to satisfactory performance

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

#### **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

### **II.2.14) Additional information**

You must bid for all the schools, and each of the schools will be able to select their preferred company from the companies shortlisted to make presentations. There is no requirement for the schools to choose the same provider, although a 'Joint Bid' will be considered by the Trust/schools.

## **II.2) Description**

### **II.2.1) Title**

Chaulden Infant & Junior School

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 55524000 - School catering services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Chaulden Infant & Junior School (Oakleaf), School Row, Hemel Hempstead, Hertfordshire, HP1 2JU

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

Pupil Numbers:

Nursery 18

KS1 104

KS2 135

Total 257

Current Contractor HCL

There may be staff in a LGPS

#### **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

Yes

Description of renewals

Renewal possible after three years subject to satisfactory performance

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

#### **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

#### **II.2.14) Additional information**

You must bid for all the schools, and each of the schools will be able to select their

preferred company from the companies shortlisted to make presentations. There is no requirement for the schools to choose the same provider, although a 'Joint Bid' will be considered by the Trust/schools.

## **II.2) Description**

### **II.2.1) Title**

Dunstable Icknield Lower School

Lot No

5

### **II.2.2) Additional CPV code(s)**

- 55524000 - School catering services

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

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

Main site or place of performance

Dunstable Icknield Lower School 42 Burr Street, Dunstable, Bedfordshire, LU6 3AG

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

Pupil Numbers:

Nursery and Reception 28 and 59

KS1 120

KS2 121

Total 328

Current Contractor HCL

There may be staff in a LGPS

### **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

Yes

Description of renewals

Renewal possible after three years subject to satisfactory performance

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

**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

**II.2.14) Additional information**

You must bid for all the schools, and each of the schools will be able to select their preferred company from the companies shortlisted to make presentations. There is no requirement for the schools to choose the same provider, although a 'Joint Bid' will be considered by the Trust/schools.

## **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

10 September 2024

Local time

1:00pm

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

27 September 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.3) Additional information**

Contract Start Dates:

Longdean School – 4th April 2025

Dunstable Icknield Lower School – July 2025

Sir John Lawes – 1st September 2025

Chaulden's – 17th June 2025

Highfield School – July 2025

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=232353](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=232353).

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](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:232353)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

#### **VI.4.2) Body responsible for mediation procedures**

RM&C Consultants Ltd

Sutherwood View, Woodcote Road

South Stoke, Reading

RG8 0JJ

Email

[Sue.allen@rmandcconsultants.co.uk](mailto:Sue.allen@rmandcconsultants.co.uk)

Telephone

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