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Tender

## **Synergy Multi Academy Trust ~ Catering Tender**

Synergy Multi Academy Trust  
Fakenham Infant School  
Fakenham Junior School  
Astley Primary School  
Corpusty Primary School  
Gresham Village School  
Cromer Junior School  
Antingham and Southrepps Primary School  
Reepham Primary School  
Bawdeswell Community Primary School  
Foulsham Primary School  
Mattishall Primary School

F02: Contract notice

Notice identifier: 2024/S 000-022893

Procurement identifier (OCID): ocds-h6vhtk-0483cd

Published 23 July 2024, 4:05pm

## **Section I: Contracting authority**

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

Synergy Multi Academy Trust

Whitwell Road, Reepham, Norwich

Norfolk

NR10 4JT

**Email**

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

**Telephone**

+44 1276673880

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Fakenham Infant School

Norwich Road

Fakenham

NR21 8HN

**Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

## **Internet address(es)**

Main address

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

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

Fakenham Junior School

Queens Road, Fakenham

Norfolk

NR21 8BN

## **Email**

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

## **Country**

United Kingdom

## **Region code**

UKH15 - Norwich and East Norfolk

## **Internet address(es)**

Main address

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

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

Astley Primary School

Fakenham Road, Briston

Norfolk

NR24 2HH

**Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Corpusty Primary School

Norwich Road, Corpusty, Norwich

Norfolk

NR11 6QG

**Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

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

Gresham Village School

Cromer Road, Gresham, Cromer

Norfolk

NR11 8RF

### **Email**

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

### **Country**

United Kingdom

### **Region code**

UKH15 - Norwich and East Norfolk

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

Main address

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

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

Cromer Junior School

Norwich Road, Cromer

Norfolk

NR27 0EX

### **Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Antingham and Southrepps Primary School

Lower Street, Southrepps

Norfolk

NR11 8UG

**Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

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

Reepham Primary School

School Road, Reepham

Norwich

NR10 4JP

### **Email**

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

### **Country**

United Kingdom

### **Region code**

UKH15 - Norwich and East Norfolk

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

Main address

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

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

Bawdeswell Community Primary School

Foxley Road, Bawdeswell

Dereham

NR20 4RR

### **Email**

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

### **Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Foulsham Primary School

High Street, Foulsham, Dereham

Norfolk

NR20 5RT

**Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Mattishall Primary School



Dereham Road, Mattishall

Dereham

NR20 3AA

**Email**

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

**Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

<https://www.mattishallprimary.org.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/2752J2X3V5>

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**

Synergy Multi Academy 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 eleven Primary schools within the Synergy Multi Academic Trust, all situated in rural Mid and North Norfolk.

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

Value excluding VAT: £5,000,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKH15 - Norwich and East Norfolk

Main site or place of performance

Norwich and East Norfolk

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

Synergy Multi Academy Trust (SMAT) works collaboratively across its schools, bringing a high quality of inclusive education to all. We are ambitious for our young people and believe they should come away from our Trust not only with the best qualifications possible to reach their ambitions in life, but with enquiring and open minds.

The trust recognises that rural schools are an important part of the education eco-system and that they play a central role in their local communities. Rural schools are special places, and the Trust is excited to nurture and enable thriving and vibrant education opportunities to all our young people. Young people deserve an excellent education, and the Trust believe in the success of every child.

Current catering service annual turnover for the eleven schools in scope is estimated to be around £1million per annum. Catering is currently provided by two service providers and the on-site teams are generally highly regarded by school stakeholders and are seen as a key contributor to the day-to-day functionality of the schools.

The contract is likely to be for an initial 3-year term with the opportunity to extend by mutual agreement for a further two years (3+1+1).

The principle aim of this process will be to realise the benefits of a single specialist service provider. This is a key strategic project for catering that will bundle catering services of primaries of varying size, that is designed to attract in-form education sector caterers to make confident and commercially attractive bids.

This Intention of the process is to bring the trust's Primary School catering services under one service provider – with the objective to achieve a higher consistent level of quality in each school and an improved level of off-site support and communication than is currently being achieved by the mix of service providers.

Please see SQ Document for more 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: £5,000,000

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

Start date

1 January 2025

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

23 August 2024

Local time

12:00pm

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

16 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.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-Norfolk:-School-catering-services./2752J2X3V5>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/2752J2X3V5>



GO Reference: GO-2024723-PRO-26965778

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

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

Synergy Multi Academy Trust

Whitwell Road, Reepham, Norwich

Norfolk

NR10 4JT

Country

United Kingdom