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Tender

## **Unity Schools Trust ~ Catering Services Tender**

Unity Schools Trust

F02: Contract notice

Notice identifier: 2021/S 000-027099

Procurement identifier (OCID): ocds-h6vhtk-02f148

Published 28 October 2021, 4:15pm

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

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

Unity Schools Trust

Thorpe Road, Staines

Surrey

TW18 3HJ

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKJ2 - Surrey, East and West Sussex

**Internet address(es)**

Main address

<http://www.unityschoolstrust.co.uk/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/G2E829G8R3>

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**

Unity Schools Trust ~ Catering Services 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 Unity Schools Trust. Unity Schools Trust is a geographically based Multi-Academy Trust (MAT), formed in September 2015. All academies in the MAT are governed by one trust, with clear lines of delegation to local governing bodies in each academy. We have 2 schools in our trust currently, namely, The Magna Carta School in Staines and Bishop David Brown School in Woking.

The Magna Carta School ~

Thorpe Rd, Staines Upon Thames TW18 3HJ

<http://www.magnacarta.surrey.sch.uk/>

Bishop David Brown School ~

Albert Drive, Woking, Surrey, GU21 5RF

<http://www.bdb.surrey.sch.uk/>

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

Value excluding VAT: £761,810

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

Surrey, East and West Sussex

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

The successful Supplier will be required to provide catering services for Unity Schools Trust.

Unity Schools Trust is a geographically based Multi-Academy Trust (MAT), formed in September 2015. All academies in the MAT are governed by one trust, with clear lines of delegation to local governing bodies in each academy. We have 2 schools in our trust currently, namely, The Magna Carta School in Staines and Bishop David Brown School in Woking.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the 1250 students and 139 teaching and support staff at The Magna Carta School, and 615 students and 64 teaching and support staff at Bishop David Brown School. With a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. 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 2022 to 2025 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the Trust a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with The Unity Schools Trust for the duration of this contract.

The school year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School 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 Trust, which currently includes morning break, lunch, all hospitality and free issue requirements with the potential of offering breakfast. Free School meals 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 Governing body is not obliged to accept the lowest price.

The Unity Schools Trust expects the successful Supplier to enable the continued development of catering through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The Trust expects the successful Supplier to evidence, through their bid, how they shall support and complement its values.

The Trust believes that success should be celebrated and that students should enjoy their time at school; if lessons are stimulating and challenging then students will love learning. Much time therefore, is spent reviewing and planning schemes of work to ensure that they are differentiated to meet the needs of all students.

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 inward capital investment as part of the Supplier's tender submission would be welcomed.

Please be advised that this contract will be let on a 3 + 2 years' basis.

See SQ Document for further details.

#### **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: £761,810

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

Start date

1 September 2022

End date

31 August 2027

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

17 December 2021

Local time

12:00pm

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

31 January 2022

#### **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**

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-Surrey:-School-catering-services./G2E829G8R3>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/G2E829G8R3>

GO Reference: GO-20211028-PRO-19148130

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

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

Unity Schools Trust

Surrey

Country

United Kingdom