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Planning

BT197 - Chamberlain House Meals Service

The Royal Borough of Kensington & Chelsea

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-028127

Procurement identifier (OCID): ocids-h6vhtk-0527fd ([view related notices](#))

Published 28 May 2025, 2:14pm

Scope

Reference

BT197

Description

The Royal Borough of Kensington and Chelsea (RBKC) has one contract that delivers a meals service to service users at Chamberlain House Day Centre.

Chamberlain House is an in-house Day Centre service for older residents and supports up to 15 residents per day, five days per week Monday to Friday. Daily attendance is around eight (8) - 12 residents.

Residents attend for a full day and most attend 3-5 days per week.

Meal's consumption over a week is:

- Eight (8) - 12 meals per day equating to 40 - 60 meals per week.

- Meals are two courses

The current contract is due to expire 30 September 2025. New contracts need to be in place from 1 October 2025.

RBKC is looking to procure a new service contract to replace this so the Council can meet its statutory duty in meeting assessed, eligible needs, achieve value for money and maintain current high-quality standards.

Commissioners wish to procure a single supplier to deliver nutritious, hot meals, which meet users' cultural and dietary requirements.

This pre-market engagement exercise is seeking intelligence from the Provider Market to inform a formal sourcing activity for the meals service.

Total value (estimated)

- £60,000 excluding VAT
- £72,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 October 2025 to 30 September 2027
- 2 years

Main procurement category

Services

CPV classifications

- 15894200 - Prepared meals
- 55521100 - Meals-on-wheels services
- 55520000 - Catering services
- 55500000 - Canteen and catering services
- 85321000 - Administrative social services
- 98000000 - Other community, social and personal services
- 85300000 - Social work and related services
- 55300000 - Restaurant and food-serving services
- 85144100 - Residential nursing care services
- 85320000 - Social services

Engagement

Engagement deadline

17 June 2025

Engagement process description

The Royal Borough of Kensington and Chelsea is looking to procure a hot meals service for service users at Chamberlain House Day Centre.

A Request For Information (RFI) is available to complete for interested organisations. To take part in the market engagement exercise, interested organisations should complete the RFI document which is available on the councils e-procurement tool ("Jaggaer"), reference SQ_30116 - BT197 - Chamberlain House Meals Service, and the link to Jaggaer can be found here: <https://wcc.ukp.app.jaggaer.com/go/02454597019716217883>. Please copy and paste onto your browser.

Further information can be found on the council's website here:

<https://www.westminster.gov.uk/about-council/procurement/our-esourcing-and-contract-management-solution>.

This questionnaire will not form part of the formal procurement process.

All responses are to be submitted via Jaggaer (online procurement portal ref: SQ_30116 - BT197 - Chamberlain House Meals Service, no later than 17:00 hrs (GMT) on Tuesday 17th June 2025. The deadline for submitting clarification questions will be at 17:00hrs on Friday 13th June 2025.

Our expectation is that a procurement will follow on conclusion of the market engagement exercise.

It is to be noted that a UK3 - Planned Procurement Notice relating to the above has also been issued.

Once registered, visit this link to find out more and complete a short questionnaire:

<https://wcc.ukp.app.jaggaer.com/go/02454597019716217883>

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Publication date of tender notice (estimated)

17 June 2025

Contracting authority

The Royal Borough of Kensington & Chelsea

- Public Procurement Organisation Number: PJVD-6261-BPPJ

64 Victoria Street

London

SW1E 6QP

United Kingdom

Contact name: The Buying Team

Email: Buyingteam@westminster.gov.uk

Website: <https://www.westminster.gov.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government