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Tender

## **Sir Roger Manwood's School Catering Tender**

Sir Roger Manwood's School

F02: Contract notice

Notice identifier: 2021/S 000-028244

Procurement identifier (OCID): ocds-h6vhtk-02f5c1

Published 11 November 2021, 2:15pm

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

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

Sir Roger Manwood's School

Manwood Road

Sandwich

CT13 9JX

#### **Contact**

Paula Bunnell

#### **Email**

[P.Bunnell@srms.kent.sch.uk](mailto:P.Bunnell@srms.kent.sch.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKJ4 - Kent

**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**

Sir Roger Manwood's School Catering Tender

Reference number

RM&C/2021/SRMS/342

**II.1.2) Main CPV code**

- 55524000 - School catering services

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

Services

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

In 1563 Sir Roger Manwood founded a Free Grammar School in Sandwich to make education accessible to the townspeople. Since 1563 a great deal has changed. The original school building still stands, but the School has occupied its present site since 1895.

Boarders joined Headmaster's House even in Elizabethan times, but expansion came much later. First, Manwood Lodge was acquired in 1947, and three years later the School purchased Manwood Grange.

In September 1992 Manwood's became Grant-Maintained, keeping its Founder's intention firmly in mind: to offer as broad an education as possible, with special emphasis on the pupils' academic development. In 1999 the School assumed Foundation status. In 2003 the School was awarded Language College Specialism and in 2008, as a High Performing Specialist School, the second specialism of Maths and Computing. On 1 March 2011 the School became a Converter Academy. Also in 2011 the School lost its specialist school status due to the initiative being withdrawn by the government, but these subject areas continue to thrive, with four languages being taught (French, German, Spanish and Chinese) and healthy numbers studying both Mathematics and Further Mathematics at A Level.

In recent times the School has faced many challenges, Covid-19 being the most disruptive. The Boarding House closed in 2020 and the School is now a thriving day school with over 1,000 students on site.

With the catering facilities the School staff have a specific dining room adjacent to the restaurant and uptake has grown recently, the School would like to increase staff sales further.

The Grange is a former boarding house and there are plans to convert this into a sixth form centre in 2025. The feasibility of the Pod, and the location of it, will be considered at that time.

The School are very active fund raisers and expect the successful contractor to support initiatives, from summer balls, charity auctions, raffles and school fetes.

For full information visit [www.manwoods.co.uk](http://www.manwoods.co.uk)

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

This contract is divided into lots: No

## **II.2) Description**

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

- 55524000 - School catering services

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

NUTS codes

- UKJ44 - East Kent

Main site or place of performance

Sir Roger Manwood's School, Manwood Road, Sandwich, CT13 9JX

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

Student Roll Year 7 to 11 = 766

Sixth Form = 246

Service Times: Restaurant

Break 11:00am to 11:25am

Lunch 12:20 to 13:20

Service Times: The Pod

Breakfast (served in the Pod only, service started 4th November 2021)

07:45 – 09:00

Break 11:00am to 11:25am

Lunch 12:20 to 13:20

All Day service for Year 11 and 6th Form 07:45 – 14:00

Sales Element & Pricing \ Sales:

Meal Deal Price NO MEAL DEAL - 2.50 GBP Set Lunch Price

FSM Entitled: 75

Uptake: 50 as an average in September 2021

Value: 2.50 GBP maximum, average spend is 2.40 GBP per transaction.

The School is charged on Consumption only, not the main meal price of 2.50 GBP.  
Average transaction value is 2.40 GBP

Pupil Paid Meal Entitled: 937

Uptake: Average 620 per day

Value: 1,216 GBP per day in September

Staff Duty Meal Entitled: NIL

Uptake: 0

Value: 0 GBP

Staff Cash Meals No of Staff: 120 (65 FTE)

Uptake: 10 per day on average

Value: 2.40 GBP

Sales over 12 months – Annualised with 188 Trading Days:

FSM Sales over 12 months 22,560 GBP

Pupil Paid Meal Sales over 12 months 228,608 GBP

Staff Duty Meal Sales over 12 months 0 GBP

Staff Cash Sales over 12 months 4,512 GBP

Hospitality Sales over 12 months 0 GBP

Locked in Policy: For Years 7 – 11 yes, Sixth form can leave site

Current Contractor: Independent Catering

### **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 after 3 years is possible based upon 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

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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

13 December 2021

Local time

1:00pm

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

11 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**

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=224467](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=224467).

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:224467)

### **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

Suthernwood View, Woodcote Road

South Stoke

RG8 0JJ

Email

[glenn.campbell@rmandcconsultants.co.uk](mailto:glenn.campbell@rmandcconsultants.co.uk)

Telephone

+44 7895837811

Country

United Kingdom