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Tender

## **Little Heath School ~ Catering Tender**

Little Heath School

F02: Contract notice

Notice identifier: 2023/S 000-028914

Procurement identifier (OCID): ocds-h6vhtk-0406fa

Published 2 October 2023, 10:07am

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

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

Little Heath School

Little Heath Road, Tilehurst

Reading

RG31 5TY

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKJ11 - Berkshire

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://litmustms.co.uk/respond/D847WVF8D7>

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

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Little Heath School ~ 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 Little Heath School.

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

Value excluding VAT: £2,065,335

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

This contract is divided into lots: No

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

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

NUTS codes

- UKJ11 - Berkshire

Main site or place of performance

Berkshire

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

Little Heath School is a voluntary-aided co-educational comprehensive secondary school. The school is located in the Little Heath area of the Reading suburb of Tilehurst, in Berkshire.

Founded in 1963, the school is managed by West Berkshire Local Authority, but serves communities in both West Berkshire and Reading. A mixed 11 – 18 school, it has approximately 1650 students on roll, with over 350 of these in the Sixth Form.

The tender project is seeking to appoint an experienced and innovative Contractor for the provision of a catering service, within the existing facilities, for the students on roll and 180 teaching and support staff. The Contractor will be required to have a focus on exciting new food concepts and be able to satisfy a wide range of pupil tastes and dietary requirements. The School 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 1 August 2024 to 31 July 2027 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with Little Heath School 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 the School will be open to receive students for the legal minimum of 190 days.

The contract offered covers the provision of a full range of catering services within the School, which currently includes breakfast, morning break, lunch, some hospitality and all free issue requirements. Free School Meals and hospitality will be charged based on consumption and at net food cost.

Whilst the School 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 value of the current contract is: -

2021/ 2022

Cash sales£334,200

Free School Meals £73,124

Hospitality£5,743

Total£413,067

Little Heath expects the successful Contractor to enable the continued development of catering at the School through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The School expects

the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of Every Child Matters.

The School believes that success should be celebrated and that pupils 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 adapted to meet the needs of all students.

As a school which is 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 Contractor's tender submission would be welcomed.

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

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: £2,065,335

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

Start date

1 August 2024

End date

31 July 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

## **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 November 2023

Local time

12:00pm

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

11 December 2023

#### **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-Reading:-School-catering-services./D847WVF8D7>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/D847WVF8D7>

GO Reference: GO-2023102-PRO-24092922

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

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

Little Heath School

Little Heath Road, Tilehurst

Reading

RG31 5TY

Country

United Kingdom