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Tender

## **Stamford Green & Ewell Grove Primary Schools ~ Catering Services Tender**

Stamford Green Primary School and Nursery  
Ewell Grove Primary and Nursery School

F02: Contract notice

Notice identifier: 2022/S 000-028917

Procurement identifier (OCID): ocds-h6vhtk-03759d

Published 13 October 2022, 7:05pm

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

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

Stamford Green Primary School and Nursery

Christ Church Mount, Epsom

Surrey

KT19 8LU

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

**Region code**

UKJ2 - Surrey, East and West Sussex

**Internet address(es)**

Main address

<https://www.stamford-green.surrey.sch.uk/>

**I.1) Name and addresses**

Ewell Grove Primary and Nursery School

29 West Street, Ewell

Surrey

KT17 1UZ

**Email**

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

**Country**

United Kingdom

**Region code**

UKJ2 - Surrey, East and West Sussex

**Internet address(es)**

Main address

<https://www.ewell-grove.surrey.sch.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/XVD5UBBRX3>

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**

Stamford Green & Ewell Grove Primary Schools ~ 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 Stamford Green & Ewell Grove Primary Schools, at the following sites:

Ewell Grove Primary and Nursery School

29 West Street, Ewell, Surrey, KT17 1UZ

Stamford Green Primary School and Nursery

Christ Church Mount, Epsom, Surrey, KT19 8LU

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

Value excluding VAT: £1,768,475

#### **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**

##### **Ewell Grove Primary and Nursery School**

Ewell Grove is a two form entry Primary and Nursery School in Ewell, Epsom, Surrey. The school currently has 417 (420 if full) pupils from Reception to Year 6 plus 32 in Nursery.

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 417 pupils on roll and 58 teaching and support staff, with a focus on high quality food and service 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 April 2023 to April 2026 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with Ewell Grove 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 School, which currently includes, lunch, hospitality and training courses and 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 Board is not obliged to accept the lowest price.

##### **Stamford Green Primary School and Nursery**

Stamford Green is a three form entry Primary School and Nursery in Epsom, Surrey. The school currently has 660 pupils from Reception to Year 6 plus approximately 40 FTE pupils in Nursery. There is a bulge class currently in Year 6 which will leave the school in Summer 2023, thereafter the pupil numbers will be reduced by 30. The school has a large Extended Services provision with over 350 places at Sunrise (breakfast club) and over 500 at Sunset (after school club) weekly.

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 710 pupils on roll and 60 teaching and support staff, with a focus on high quality food and service 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 April 2023 to April 2026 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with Stamford Green 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 School, which currently includes, lunch, extended services (breakfast and after school club), all hospitality and training courses and 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.

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

Please 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: £1,768,475

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

Start date

1 April 2023

End date

31 March 2028

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

18 November 2022

Local time

12:00pm

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

12 December 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./XVD5UBBRX3>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/XVD5UBBRX3>

GO Reference: GO-20221013-PRO-21141200

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

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

Stamford Green Primary School and Nursery

Surrey

Country

United Kingdom