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Tender

## **Transform Trust - Catering Services**

Transform Trust

F02: Contract notice

Notice identifier: 2023/S 000-029621

Procurement identifier (OCID): ocds-h6vhtk-0408d3

Published 6 October 2023, 7:09pm

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

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

Transform Trust

Unit 11 Castlebridge Office Village, Kirtley Drive

Nottingham

NG7 1LD

#### **Contact**

Maria Robinson-Pus

#### **Email**

[tenders@minervapcs.com](mailto:tenders@minervapcs.com)

#### **Telephone**

+44 1256467107

#### **Country**

United Kingdom

**NUTS code**

UKF1 - Derbyshire and Nottinghamshire

**Internet address(es)**

Main address

<https://www.transformtrust.co.uk/>

**I.3) Communication**

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

<https://in-tendhost.co.uk/minervapcs.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/minervapcs.aspx/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Other type

Education Institute

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Transform Trust - Catering Services

Reference number

MPN-10272

#### **II.1.2) Main CPV code**

- 55524000 - School catering services

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

Services

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at the Transform Trust are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at the Transform Trust. This will consist of morning breaks at some sites and full lunch service for each school day at all sites. The catering facilities at the school include the main dining areas and servery. Across the Trust there are currently 2331 pupils on roll for the academic year 2023/24. Of this figure, 903 pupils are entitled to UIFSM and a further 623 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (twenty) are members of the Local Government Pension Scheme and all details are in the tender documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

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

Value excluding VAT: £2,789,500

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Brierley Forest Primary and Nursery School

Lot No

1

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

- 55524000 - School catering services

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

NUTS codes

- UKF15 - North Nottinghamshire

Main site or place of performance

Westbourne view, Sutton-in-Ashfield, Notts. NG17 2HT

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at Brierley Forest Primary and Nursery School are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at Brierley Forest Primary and Nursery School, this will consist of a full lunch service. The catering facilities at the school include the main dining areas and servery. There are currently 286 pupils on roll for the academic year 2023/24 at the school. Of this figure, 78 pupils are entitled to UIFSM and a further 118 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (four) are members of the Local Government Pension Scheme and all details are in the tender documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £404,000

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2.14) Additional information**

The duration detailed above includes the initial term of 3 years as well as the 2 optional contract extension periods of 12 months each.

## **II.2) Description**

### **II.2.1) Title**

Lot 2 - Holgate Primary and Nursery School

Lot No

2

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

- 55524000 - School catering services

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

NUTS codes

- UKF14 - Nottingham

Main site or place of performance

High Leys Road, Hucknall Nottinghamshire. NG15 6EZ

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at Holgate Primary and Nursery School are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at Holgate Primary and Nursery School, this will consist of a full lunch service. The catering facilities at the school include the main dining areas and servery. There are currently 321 pupils on roll for the academic year 2023/24 at the school. Of this figure, 127 pupils are entitled to UIFSM and a further 138 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (three) are members of the Local Government Pension Scheme and all details are in the tender documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement

documents

### **II.2.6) Estimated value**

Value excluding VAT: £362,500

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

The duration detailed above includes the initial term of 3 years as well as the 2 optional contract extension periods of 5 months each.

## **II.2) Description**

### **II.2.1) Title**

Lot 3 - King Edward Primary School and Nursery

Lot No

3

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

- 55524000 - School catering services

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

NUTS codes

- UKF15 - North Nottinghamshire

Main site or place of performance

St Andrew Street, Littleworth, Mansfield, Notts, NG18 2RG

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at King Edward Primary School and Nursery are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at King Edward Primary School and Nursery, this will consist of a full lunch service, morning break and hospitality as requested. The catering facilities at the school include the main dining areas and servery. There are currently 370 pupils on roll for the academic year 2023/24 at the school. Of this figure, 155 pupils are entitled to UIFSM and a further 75 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (three) are members of the Local Government Pension Scheme and all details are in the tender

documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £405,500

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

The duration detailed above includes the initial term of 3 years as well as the 2 optional contract extension periods of 12 months each.

## **II.2) Description**

### **II.2.1) Title**

Lot 4 - Robert Shaw Primary and Nursery School

Lot No

4

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

- 55524000 - School catering services

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

NUTS codes

- UKF14 - Nottingham

Main site or place of performance

Southfield Road, Western Boulevard, Nottingham, NG8 3PN

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at Robert Shaw Primary and Nursery School are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the

pupils and staff at Robert Shaw Primary and Nursery School, this will consist of a full lunch service, morning break and hospitality as and when required. The catering facilities at the school include the main dining areas and servery. There are currently 403 pupils on roll for the academic year 2023/24 at the school. Of this figure, 164 pupils are entitled to UIFSM and a further 88 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (three) are members of the Local Government Pension Scheme and all details are in the tender documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £476,500

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

The duration detailed above includes the initial term of 3 years as well as the 2 optional contract extension periods of 12 months each.

## **II.2) Description**

### **II.2.1) Title**

Lot 5 - South Wilford Endowed CofE Primary School

Lot No

5

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

- 55524000 - School catering services

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

NUTS codes

- UKF14 - Nottingham

Main site or place of performance

Main Road, Wilford, Nottingham, NG11 7AL

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at South Wilford Endowed CofE Primary School are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at South Wilford Endowed CofE Primary School, this will consist of a full lunch service with an opportunity for morning break. The catering facilities at the school include the main dining areas and servery. There are currently 393 pupils on roll for the academic year 2023/24 at the school. Of this figure, 156 pupils are entitled to UIFSM and a further 44 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (four) are members of the Local Government Pension Scheme and all details are in the tender documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £447,500

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be

taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

The duration detailed above includes the initial term of 3 years as well as the 2 optional contract extension periods of 12 months each.

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

#### **II.2.1) Title**

Lot 6 - Sutton Road Primary and Nursery

Lot No

6

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

- 55524000 - School catering services

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

NUTS codes

- UKF15 - North Nottinghamshire

Main site or place of performance

Moor Lane, Mansfield, Nottinghamshire, NG18 5SF

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

Transform Trust is currently out to tender for the provision of a full daily catering service. The services at Sutton Road Primary and Nursery are outsourced. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at Sutton Road Primary and Nursery, this will consist of a full lunch service. The catering facilities at the school include the main dining areas and servery. There are currently 558 pupils on roll for the academic year 2023/24 at the school. Of this figure, 223 pupils are entitled to UIFSM and a further 160 to Free School Meals. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the catering team (three) are members of the Local Government Pension Scheme and all details are in the tender documentation. The Trust is keen to further increase uptake and continue the good work already in place for catering.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £693,500

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

The duration detailed above includes the initial term of 3 years as well as the 2 optional contract extension periods of 12 months each.

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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: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

6 November 2023

Local time

5:00pm

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

4 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: Yes

Estimated timing for further notices to be published: Further notices will be published in 2026, 2027 or 2028

### **VI.3) Additional information**

CPV code 55524000-9, falls within Schedule 3 of the Public Contracts Regulations 2015 as a Social and Other Specific Service, therefore the procurement procedure is governed by Section 7 of Part 2 (Regulations 74-77) of those Regulations.

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

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

High Court

Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Transform Trust will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland)

**VI.4.4) Service from which information about the review procedure may be obtained**

High Court

Strand

London

WC2A 2LL

Country

United Kingdom