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Tender

Supply And Delivery of Pre-Prepared Meals to the Education Authority

the Education Authority

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-030327

Procurement identifier (OCID): ocids-h6vhtk-04e889 ([view related notices](#))

Published 5 June 2025, 3:30pm

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Scope

Reference

CAT-25-002

Description

The Education Authority invites tenders for the Supply and Delivery of Pre-Prepared Meals. The initial period will be for 60 months from the Start Date (anticipated to be August 2025) with options to extend for any additional period(s) of up to and including 24 months.

This Contract is established by the Education Authority and is open to the EA, including NI educational bodies as follows, who at some point, during the life of the Contract may wish to utilise the agreement and should have access at any point, with the permission of EA. This Contract is not intended to replace any current agreements that participating or nonparticipating institutions may already have in place.

Department of Education - Schools Plus <https://www.educationni.gov.uk/services/schools-plus>

Primary and Post Primary schools under the control of the EA, Catholic Maintained Schools

Independent Schools in NI, Irish Medium Schools in NI, both Controlled and Voluntary Grammar Schools, Nursery School for NI (both controlled, and Catholic Maintained), schoolmeals kitchens on-site at all of these schools, and Controlled Youth Centres.

Further Education Colleges in NI : <https://www.nidirect.gov.uk/contacts/further-education-fe-colleges>

NICIE - <https://nicie.org/>

Grant Controlled Integrated Education Schools in NI

Independent Schools in NI <https://www.isc.co.uk/schools/northern-ireland/>

EA Teachers' and Educational Centres

Council for the Curriculum, Examination and Assessment NI (CCEA)

Armagh Observatory and Planetarium

Middletown Centre for Autism

Controlled Schools Support Council (CSSC)

Northern Ireland Council for Integrated Education (NICIE)

Pre-Schools and Nurseries included within the EA's Pre-School Education Programme (PSEP)

Total value (estimated)

- £335,000 excluding VAT
- £402,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2025 to 31 August 2030
- Possible extension to 31 August 2032
- 7 years

Description of possible extension:

2 options to extend for a further period of 12 months each.

Options

The right to additional purchases while the contract is valid.

Additional items may be added to the Contract throughout the Term with the agreement of both the Buyer and the Supplier. This may include any individual or bulk pre-prepared meals options that may be required throughout the duration of the Contract. Any items added to the Contract during the Term must be in line with the Pricing submitted with similar items at tender.

Main procurement category

Goods

CPV classifications

- 15894200 - Prepared meals
- 15894210 - School meals

Contract locations

- UKN - Northern Ireland

Justification for not using lots

Geographical lots were considered. However due to the anticipated volumes and number of locations expected to use the resulting contract over the duration of the term EA did not feel it proportionate to divide into lots.

Participation

Legal and financial capacity conditions of participation

None

Technical ability conditions of participation

CoP 1 - Technical ability to perform the contract – Previous Experience

Particular suitability

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

Submission

Enquiry deadline

26 June 2025, 3:00pm

Tender submission deadline

3 July 2025, 3:00pm

Submission address and any special instructions

Tenders or requests to participate must be submitted electronically via
<https://etendersni.gov.uk/epps>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

22 August 2025

Recurring procurement

Publication date of next tender notice (estimated): 31 January 2032

Award criteria

Name	Description	Type	Weighting
Quality of Samples - Product Characteristics	Full details can be found in the CfT documents section on eTenderNI https://etendersni.gov.uk/epps	Quality	60%
Proposed Methodology	Full details can be found in the CfT documents section on eTenderNI https://etendersni.gov.uk/epps	Quality	20%
Total Contract Price	Full details can be found in the CfT documents section on eTenderNI https://etendersni.gov.uk/epps	Price	20%

Other information

Payment terms

Full details can be found in the CfT documents section on eTenderN - <https://etendersni.gov.uk/epps>

Description of risks to contract performance

The Buyer cannot guarantee any particular level of business (volumes/values) within the Contract.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

the Education Authority

- Public Procurement Organisation Number: PPHJ-6982-JPXY

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Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland