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Tender

## **Mowbray Education Trust ~ Catering Tender**

Mowbray Education Trust  
Ab Kettleby Primary School  
Brownlow Primary School  
Iveshead School  
John Ferneley College  
Sherard Primary School  
Somerby Primary School  
Buckminster Primary School  
The Grove Primary School

F02: Contract notice

Notice identifier: 2024/S 000-030429

Procurement identifier (OCID): ocds-h6vhtk-049d30

Published 24 September 2024, 10:05am

## **Section I: Contracting authority**

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

Mowbray Education Trust

John Ferneley College, Scalford Road, Melton Mowbray

Leicestershire

LE13 1LH

### **Email**

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

**Telephone**

+44 1276673880

**Country**

United Kingdom

**Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

**Internet address(es)**

Main address

<https://www.mowbrayeducation.org/>

**I.1) Name and addresses**

Ab Kettleby Primary School

Wartnaby Road, Ab Kettleby, Melton Mowbray

Leicestershire

LE14 3JJ

**Email**

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

**Country**

United Kingdom

**Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

**Internet address(es)**

Main address

<https://www.abkettleby.org/>

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

Brownlow Primary School

Limes Avenue, Melton Mowbray, Leicestershire

Leicestershire

LE13 1QL

### **Email**

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

### **Country**

United Kingdom

### **Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

### **Internet address(es)**

Main address

<https://www.brownlowprimary.org/>

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

Iveshead School

Forest Street, Shepshed, Loughborough

Leicestershire

LE12 9DB

### **Email**

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

**Country**

United Kingdom

**Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

**Internet address(es)**

Main address

<https://ivesheadschooL.org/>

**I.1) Name and addresses**

John Ferneley College

Scalford Road, Melton Mowbray, Melton Mowbray

Leicestershire

LE13 1LH

**Email**

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

**Country**

United Kingdom

**Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

**Internet address(es)**

Main address

<https://www.johnferneley.org/>

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

Sherard Primary School

Grange Drive, Melton Mowbray

Leicestershire

LE13 1HA

### **Email**

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

### **Country**

United Kingdom

### **Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

### **Internet address(es)**

Main address

<https://www.sherardschool.org/>

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

Somerby Primary School

High Street, Somerby, Melton Mowbray

Leicestershire

LE13 0HN

### **Email**

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

### **Country**

United Kingdom

**Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

**Internet address(es)**

Main address

<https://www.meltongrove.org/>

**I.1) Name and addresses**

Buckminster Primary School

School Lane, Buckminster, Grantham

Lincolnshire

NG33 5RZ

**Email**

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

**Country**

United Kingdom

**Region code**

UKE1 - East Yorkshire and Northern Lincolnshire

**Internet address(es)**

Main address

<https://www.buckminster.leics.sch.uk/website/home/109951>

**I.1) Name and addresses**

The Grove Primary School

Asfordby Road, Melton Mowbray

Leicestershire

LE13 0HN

**Email**

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

**Country**

United Kingdom

**Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

**Internet address(es)**

Main address

<https://www.meltongrove.org/>

**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/669ZS6SZ59>

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**

Mowbray Education Trust ~ 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, initially for all Mowbray Education Trust Schools.

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

Value excluding VAT: £2,550,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKF2 - Leicestershire, Rutland and Northamptonshire



Main site or place of performance

Leicestershire, Rutland and Northamptonshire

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

The successful Supplier will be required to provide Catering services, initially for all Mowbray Education Trust Schools.

The contract covers the scope for the provision of all catering services within the Schools, including hospitality and free issue requirements.

The current value of the contract is £510K Per annum.

The Mowbray Education Trust is expected to grow with a number of additional schools becoming part of the Trust during this contract period and the provision of catering services at these schools when they have joined the Trust will fall under the scope of this contract. Similarly, Schools with alternative catering provisions currently in place could fall into scope of this contract as their current catering arrangements end. The successful Supplier will be expected to provide this service at these additional schools using the same costing model applied to the successful tender submission. The duration of contract for these schools will not be increased and they will join the contract for the remaining contract period that exists at the point of entry into the Trust.

The duration of the contract/s offered is three years commencing on 1 August 2025, concluding on 31 July 2028, with the opportunity to extend by up to an additional two years at the discretion of Trustees.

The contract is offered on a 'guaranteed performance' basis with all free issue requirements and hospitality being recharged on consumption at "net" food cost only.

It is appreciated that a level of investment may be identified as a requirement of your bid, and therefore bidders are encouraged to provide detailed information of any equipment felt necessary. Bidders must provide the equipment make, model and cost and a justification of how this equipment will assist in fulfilling the proposal and potential of the service. All investment suggested must be fully justified within the Service Development and Finance sections of your Bidder Response. The level of investment provided will be at each School's discretion, subject to the method of obtaining the investment for the required equipment.

The quality of food provision will be critical and indeed your organisation must be flexible enough to source bakery, meat, fruit and vegetables and dairy products through local suppliers based no more than 25 miles from the Schools. It is expected that menus will feature and utilise products in season.

Customer engagement will be fundamental to the continuous improvement in the service provision and within your tender response your methodology to achieve this will be detailed along with examples of where this has recently been undertaken within similar contracts.

The successful contractor should have similar operations within the local area thus ensuring that the Operational Management Team responsible for the contract is available for regular visits and support for the contract, and that coverage for any planned or unplanned leave from within the establishment staffing structure can be easily provided.

The successful Supplier/s will work closely with the Clients to manage the provision of catering and the overall 'meal experience'.

NB: Please note that the successful contractor will pay the procurement consultancy fee on contract award, which will be £6,725.00 plus VAT.

This fee will be invoiced immediately after the 10-day standstill period. To ensure transparency, you will clearly show this amount within your management fee for the first year of the contract only. The total fee will be paid by the successful contractor, in full to Litmus, by no later than Friday 18 April 2025.

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: £2,550,000

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

Start date

1 August 2025

End date

31 July 2030

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

1 November 2024

Local time

12:00pm

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

2 December 2024

#### **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-Leicestershire:-School-catering-services./669ZS6SZ59>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/669ZS6SZ59>

GO Reference: GO-2024924-PRO-27801433

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

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

Mowbray Education Trust

John Ferneley College, Scalford Road, Melton Mowbray

Leicestershire

LE13 1LH

Country

United Kingdom