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Tender

The Compass Partnership of Schools - Catering Services

THE COMPASS PARTNERSHIP OF SCHOOLS

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

Notice identifier: 2025/S 000-030454

Procurement identifier (OCID): ocds-h6vhtk-05441e ([view related notices](#))

Published 6 June 2025, 9:54am

Scope

Reference

MPN-10329

Description

The Compass Partnership of Schools is currently out to tender for the provision of a full daily catering service.

The services at the Trust schools are outsourced.

The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at the Trust schools. This will consist of full lunch service for each school day at all sites.

The catering facilities at the school include the main dining areas and servery. All outlets are available to all pupils.

Across the Trust there are currently 5483 pupils on roll for the academic year 2024/25. Of this figure, 1946 pupils are entitled to UIFSM and a further 1611 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 (24 employees) 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. It wishes to do so by working closely with the successful contractor in developing and continuously improving the service and partnership during the period of the contract and by introducing innovative and creative ideas as submitted in the tender process and ongoing.

The Trust is aware that there are always opportunities to improve and modernise. They are interested in ensuring that the caterers provide the best possible service, introducing new menu ideas and initiatives so that pupils are all eating and utilising the service regularly.

Total value (estimated)

- £8,125,972 excluding VAT
- £8,125,972 including VAT

Above the relevant threshold

Contract dates (estimated)

- 14 February 2026 to 13 February 2029
- Possible extension to 13 February 2031
- 5 years

Description of possible extension:

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

Main procurement category

Services

CPV classifications

- 55524000 - School catering services

Contract locations

- UKI - London

Submission

Enquiry deadline

20 June 2025, 5:00pm

Submission type

Requests to participate

Deadline for requests to participate

7 July 2025, 6:00pm

Submission address and any special instructions

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

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

3 December 2025

Recurring procurement

Publication date of next tender notice (estimated): 7 June 2027

Award criteria

| Name | Description | Type | Weighting |
|-------------|---|-------------|------------------|
| Quality | Full details of the weightings and evaluation criteria are contained within the documents accompanying this tender. | Quality | 90% |
| Price | Full details of the weightings and evaluation criteria are contained within the documents accompanying this tender. | Price | 10% |

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Special regime

Light touch

Competitive flexible procedure description

Duty to Consider Lots

As part of the initial project set up and approval stage of the tender process, The Compass Partnership of Schools discussed with Minerva Procurement Consultancy Services Limited the possibility of splitting the tender into more than one lot/contract. Due to the nature of the services being provided it was agreed that consistency of service provision, lack of resource for contract management and delivering value for money were best secured through one Trust-wide contract.

Full details of the description of the process being used are contained within the documents accompanying this tender.

Stage 1 Conditions of participation with evaluation

Suppliers are invited to submit a Procurement Specific Questionnaire (PSQ) response. Submissions will be evaluated based on the criteria detailed in the PSQ documentation. 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.

Stage 2 Invitation to Tender with evaluation

Suppliers shortlisted to the Invitation to Tender (ITT) stage will be required to submit their final tender and will be evaluated on the criteria detailed in the ITT documentation. Envisaged shortlist of the three highest scoring bidders to be invited to:

Stage 3 Presentation Day

Stage 4 Assessment Summaries and Publication of Contract Award Notice (commencing 8 working day standstill period)

Stage 5 Publication of Contract Details Notice

Further details of the CFP can be found in the documentation accompanying this tender.

Documents

Associated tender documents

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

All documents are being provided on publication of this Tender Notice. They will be hosted, and are freely available, on the In-tend portal for Minerva Procurement Consultancy Services Limited.

Contracting authority

THE COMPASS PARTNERSHIP OF SCHOOLS

- Companies House: 10360957

Alderwood Primary School Rainham Close

London

SE9 2JB

United Kingdom

Contact name: Ben Jones

Telephone: +441256467107

Email: tenders@minervapcs.com

Website: <https://www.compassps.uk/>

Region: UKI51 - Bexley and Greenwich

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

Minerva Procurement Consultancy Services Limited

Summary of their role in this procurement: Procurement consultancy managing the tender process for

- Companies House: 07144956

117 Devonshire House, Aviary Court

Basingstoke

RG24 8PE

United Kingdom

Contact name: Ben Jones

Telephone: +441256467107

Email: tenders@minervapcs.com

Website: <http://www.minervapcs.com>

Region: UKJ37 - North Hampshire

Contact organisation

Contact [Minerva Procurement Consultancy Services Limited](#) for any enquiries.