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Tender

Ribston Hall High School ~ Catering Tender

Ribston Hall High School

F02: Contract notice

Notice identifier: 2024/S 000-030910

Procurement identifier (OCID): ocds-h6vhtk-04a36a

Published 27 September 2024, 10:05am

Section I: Contracting authority

I.1) Name and addresses

Ribston Hall High School

Stroud Road

Gloucester

GL1 5LE

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

Internet address(es)

Main address

<https://www.ribstonhall.gloucs.sch.uk/>

I.3) Communication

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

<https://litmustms.co.uk/respond/78WYYAR57D>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Ribston Hall High School ~ 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 for Ribston Hall High School. The contract covers the scope for the provision of all catering services within the school, which also includes all hospitality and free issue requirements. The contract awarded will be on a guaranteed performance basis.

II.1.5) Estimated total value

Value excluding VAT: £1,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

Main site or place of performance

Gloucestershire, Wiltshire and Bristol/Bath area

II.2.4) Description of the procurement

The successful Supplier will be required to provide catering services for Ribston Hall High

School

I.

The contract covers the scope for the provision of all catering services within the school, which also includes all hospitality and free issue requirements. The contract awarded will be on a guaranteed performance basis

The duration of the contract being offered is three years commencing on 1 April 2025, with the potential for an extension of up to a further two, one-year periods, on the same terms and conditions without the right to further extend.

The recharges of all FSM's is to be based on the agreed costs and charged monthly in arrears based on uptake numbers.

The Client wishes for the successful contractor to be able to offer a consistently high standard of food across the school during the course of this contract term demonstrating innovation, a passion for food and flair

The school the wishes to offer good wholesome healthy eating options within the menus which should be based on the use of fresh ingredients and bakery products sourced through a local supply chain.

The School is adding a 6th Form catering provision and are looking for ideas and investment in a new catering facility

The School also wishes to achieve as a result of this tender process;

- 1.Experienced and insightful contract management to promote good levels of communication and engagement with the school.
- 2.Well-trained catering teams at the school, with a focus by the successful contractor on both craft training and customer service.
- 3.The provision of a healthy balanced menu that meets nutritional guidelines and is enjoyed by our students.
- 4.Innovation and flexibility, with the ability to introduce within the menu current “food trends” and recommend new service initiatives to keep school meals exciting.
- 5.An effective marketing campaign should be implemented across the school that is suitable and that should be promoted effectively to both pupils and parents alike,
- 6.There needs to be total transparency with accounts that are clear and easy to

understand.

7.To achieve overall value for money is an objective of this tender – However please note that Ribston Hall School is not obliged to accept the lowest price and the contract award will be in line with the marking matrix published within the tender specification where an overall focus will be given to food quality, innovation and the quality of the catering offer.

There are 914 pupils and 100 staff. Turnover for 2023/4 was £240k

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: £1,200,000

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

Start date

1 April 2025

End date

31 March 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 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 score 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

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

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

25 November 2024

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

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-Gloucester:-School-catering-services./78WYYAR57D>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/78WYYAR57D>

GO Reference: GO-2024927-PRO-27845891

VI.4) Procedures for review

VI.4.1) Review body

Ribston Hall High School

Stroud Road

Gloucester

GL1 5LE

Country

United Kingdom