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Tender

Bishop's Hatfield Girls' School Catering Tender

Bishop's Hatfield Girls' School

F02: Contract notice

Notice identifier: 2024/S 000-031268

Procurement identifier (OCID): ocds-h6vhtk-04a45c

Published 1 October 2024, 8:55am

Section I: Contracting authority

I.1) Name and addresses

Bishop's Hatfield Girls' School

Woods Avenue

Hatfield

AL10 8NL

Contact

Debbie Daniel

Email

ddaniel@bishophatfield.herts.sch.uk

Telephone

+44 1707275331

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.rmandcconsultants.co.uk

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA9341

I.3) Communication

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

www.mytenders.co.uk

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

Bishop's Hatfield Girls' School Catering Tender

Reference number

RM&C/2024/BHGS/447

II.1.2) Main CPV code

- 55524000 - School catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The school is putting its catering contract out to tender with a contract start date of 1st August 2025.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 55524000 - School catering services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Bishop's Hatfield Girls' School, Woods Avenue, Hatfield, Hertfordshire, AL10 8NL

II.2.4) Description of the procurement

Pupil Numbers: - by year group

Year 7 155

Year 8 153

Year 9 154

Year 10 155

Year 11 155

Sixth Form 180 (excludes consortium students – numbers vary by day)

Total 952

Pricings/Sales Price

Meal Deal Price 2.70 GBP

FSM Entitled: 139

Uptake: 67% (Yrs 7-11)

Value: 2.70 GBP (or charge GBP as per items selected if less than full allowance)

Pupil Paid Meal Uptake: 372

Value: 2.60 GBP average spend

Staff Duty Meal Entitled: approx. 4 per day

Value: up to 3.00 GBP

Staff Cash Meals No of Staff: 112

Value: 2.00 GBP average spend

Sales over 12 months

FSM Sales 32,485 GBP

Pupil Paid Meal Sales Breakfast: 11,391 GBP

Break: 61,366 GBP

Lunch: 133,755

Sixth Form: 21,231 (included in the above)

Staff Duty Meal Sales 1,244 GBP

Staff Cash Sales 1,566. GBP

Hospitality Sales 1,725 GBP

Service Times

Breakfast: Up until 08:40

Break: 10:40 – 11:00

Lunch: 12:40 – 13:15

Sixth Form: “All day grazing” option for students and staff (caterer to consider closing time for this)

Locked in Policy: Yes for Yrs 7-11

Current Contractor: Aspens

Other Information

Trading days usually 190 but note 2024-25 only 189 due to an additional INSET day

A staff meal is usually requested on 2 or 3 of the INSET days each year

Halal chicken is requested

The school would consider ideas for the Sixth Form

As far as we are aware no catering staff are in a LGPS

II.2.5) Award criteria

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Renewal possible after three years subject to satisfactory performance.

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

Envisaged number of candidates: 5

II.2.10) Information about variants

Variants will be accepted: No

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 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

4 November 2024

Local time

1:00pm

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

26 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.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=232857.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:232857)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

VI.4.2) Body responsible for mediation procedures

RM&C Consultants Ltd

Suthernwood View, Woodcote Road

South Stoke, Reading

RG8 0JJ

Email

Sue.allen@rmandcconsultants.co.uk

Telephone

+44 7939599571

Country

United Kingdom

Internet address

www.rmandcconsultants.co.uk