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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](mailto:ddaniel@bishophatfield.herts.sch.uk)

#### **Telephone**

+44 1707275331

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.rmandcconsultants.co.uk](http://www.rmandcconsultants.co.uk)

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA9341](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](http://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

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## **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

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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

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

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## **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](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](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](mailto: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](mailto:Sue.allen@rmandcconsultants.co.uk)

Telephone

+44 7939599571

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United Kingdom

Internet address

[www.rmandcconsultants.co.uk](http://www.rmandcconsultants.co.uk)