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Tender

Sports Team to cover PPA, Lunchtime Breaks and After Care Club

Hounslow Town Primary School

F21: Social and other specific services – public contracts

Prior information notice with call for competition

Notice identifier: 2023/S 000-031948

Procurement identifier (OCID): ocds-h6vhtk-041011

Published 30 October 2023, 11:51am

Section I: Contracting authority

I.1) Name and addresses

Hounslow Town Primary School

School Road

Hounslow

TW3 1QZ

Contact

Shammi Mehta

Email

s.mehta@hounslowtownprimary.co.uk

Telephone

+44 2085835042

Country

United Kingdom

Region code

UKI75 - Hounslow and Richmond upon Thames

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.hounslowtownprimary.co.uk

I.3) Communication

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

www.hounslowtownprimary.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

Other type

School

I.5) Main activity

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Sports Team to cover PPA, Lunchtime Breaks and After Care Club

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

At Hounslow Town we are looking for a team of passionate sports coaches to cover lessons for PPA, Lunchtime Breaks and assist with our After Care Club.

Hounslow Town Primary School is a five-form entry primary school, we are one of the largest primary schools in the UK and have good transport links and are located close to the tube and over ground train line. We moved into our new premises in 2018 and have fantastic facilities to offer to our staff and children. You will have the opportunity to work alongside an excellent team of staff.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

Hounslow Town primary School

School Road

Hounslow Middlesex

TW3 1QX

II.2.4) Description of the procurement

Sports Team to cover PPA, Lunchtime Breaks and After Care Club

At Hounslow Town we are looking for a team of passionate sports coaches to cover lessons for PPA, Lunchtime Breaks and assist with our After Care Club.

Hounslow Town Primary School is a five-form entry primary school, we are one of the largest primary schools in the UK and have good transport links and are located close to the tube and over ground train line. We moved into our new premises in 2018 and have fantastic facilities to offer to our staff and children. You will have the opportunity to work alongside an excellent team of staff.

I give below details of the cover required on a daily basis:

Monday

Break time 10am-11am x 3 coaches

Lunch time 11:45am-13:45pm x 2 coaches plus 11.45am-12.45pm x 1 coach

Half a day PM PPA cover from 12.45pm-15.30pm x 1 coach

Aftercare - 15:30pm-17:30pm x 1 coach

Tuesday

Break time 10am-11am x 3 coaches

Lunch time 11:45am-13:45pm x 2 coaches + 1 coach 11:45am-12:45pm

Half a day PM PPA cover from 12:45pm - 15:30pm x 1 coach

Aftercare - 15:30pm-17:30pm x 1 coach

Wednesday

Break time 10am-11am x 3 coaches

Lunch time 11:45am-13:45pm x 2 coaches + 1 coach 11:45am-12:45pm

Half a day PM PPA cover from 12:45pm - 15:30pm x 1 coach

Aftercare - 15:30pm-17:30pm x 1 coach

Thursday

Break time 10am-11am x 3 coaches

Lunch time 11:45am-13:45pm x 2 coaches + 1 coach 11:45am-12:45pm

Half a day PM PPA cover from 12:45pm - 15:30pm x 1 coach

Aftercare - 15:30pm-17:30pm x 1 coach

Friday

Break time 10am-11am x 2 coaches

Lunch time 11:45am-13:45pm x 3 coaches

Half a day AM PPA cover from 8:45am - 11:45am x 1 coach

Aftercare - 15:30pm-17:30pm x 1 coach

Additional Cover Monday-Friday

There may also be occasions where the school will need an additional coach on an ad-hoc basis.

Coaches would be required to be on site and ready for these duty times. They may be required to take class registers and collect and take children to and from the playground.

You are invited to quote for the above specification and send your quotation to a.peckham@hounslowtownprimary.co.uk by 12.00pm on 19th November . The school will not consider quotes received after that time.

We will review the quotes and then ask 5 potential applicants to present to the School's Governing Body the week of 11th December 2023 and then expect to decide award of contract within 7 days of the presentation date for a period of 3 years. Contract to start as soon as possible but no later than March 2024.

If you require any further information or wish to visit the school, please contact us on 0208

570 1747 and speak to Laura Khalil

(Headteacher)

Yours sincerely

L Khalil

Headteacher

II.2.7) Duration of the contract or the framework agreement

Duration in months

36

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Open procedure

IV.2) Administrative information

IV.2.2) Time limit for receipt of expressions of interest

Date

19 November 2023

Local time

12:00pm

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

English