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Tender

## **St Francis of Assisi Catholic Academy Trust ~ Catering Tender**

St Francis of Assisi Catholic Academy Trust

F02: Contract notice

Notice identifier: 2022/S 000-032280

Procurement identifier (OCID): ocids-h6vhtk-03845a

Published 14 November 2022, 7:05pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

St Francis of Assisi Catholic Academy Trust

c/o St Mary's Catholic School, Windhill

Bishop's Stortford

CM23 2NQ

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://www.stfrancistrust.net/>

**I.3) Communication**

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

<https://litmustms.co.uk/tenders/UK-UK-Bishop%E2%80%99s-Stortford:-School-catering-services./FJT5X426E6>

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**

St Francis of Assisi Catholic Academy Trust ~ 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 St Francis of Assisi Catholic Academy Trust,

#### **II.1.5) Estimated total value**

Value excluding VAT: £2,105,635

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

#### **II.2.4) Description of the procurement**

St Francis of Assisi Catholic Academy Trust was formed on 1st September 2021 when 8 Catholic Schools based in Hertfordshire came together to form a Catholic Academy Trust. The Trust's key goal is the provision of a strong Catholic Education for its students and its

mission is “Inspired by the teachings of Christ and the example of St Francis, we strive for excellence, cherishing every child in our care as a unique thumbprint of God, enabling all to realise their full potential.”

The Trust strives to improve the quality of education at a lower per pupil cost therefore we are currently looking to tender for our catering to ensure we receive healthy and inspiring meals for a reasonable cost that is good value for money.

St Mary's Catholic School

St Joseph's Catholic Primary School (Bishop's Stortford)

St Joseph's Catholic Primary School (Waltham Cross)

Sacred Heart Catholic primary School

St Cross Catholic Primary School

St Augustine's Catholic Primary School

St Thomas of Canterbury Catholic Primary School

The Tender

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities of all schools, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The Schools would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for three years in duration from 1st September 2023 to 31st August 2026 with the option to extend for up to a further 2 years at the discretion of the client. This contract will operate as a Guaranteed Performance Contract, with the successful Contractor offering the Schools a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with the Trust for the duration of this contract.

The School year at all schools is based on a calendar of 195 days. Five days are to be used for staff professional development which means that Schools will be open to receive students for the legal minimum of 190 days.

The contract offered covers the scope for the provision of all catering services within the Schools, which currently includes (where applicable); morning break, lunch, all hospitality and free issue requirements. Free School meals are to be charged per pupil on uptake

with a margin attached, and hospitality will be charged based on consumption and at net food cost.

Whilst the Trust prioritises value for money as a key objective of the Competitive Tender Process, it is not obliged to accept the lowest price.

The Trust expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The Trust expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of Every Child Matters.

The Trust believes that success should be celebrated and that pupils should enjoy their time at school; if lessons are stimulating and challenging then students will love learning.

As schools who are continually seeking ways to improve and develop the ethos and environment for students and staff, to give them the facilities they deserve and need to meet the challenges of the 21st Century, any consideration regarding funding improvements as part of the Contractor's tender submission would be welcomed.

Contract value:

Sales performance per annum for all schools is circa £421,127

The value of the new contract is therefore circa £2,105,635 (Total annual sales at all schools, multiplied by 5 as the maximum term of the contract is 5 years)

#### **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: £2,105,635

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

Start date

1 September 2023

End date

31 August 2028

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 suppliers 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 scores 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

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## **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

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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

23 December 2022

Local time

12:00pm

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

17 February 2023

#### **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**

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-Bishop%E2%80%99s-Stortford:-School-catering-services./FJT5X426E6>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/FJT5X426E6>

GO Reference: GO-20221114-PRO-21428993

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**



St Francis of Assisi Catholic Academy Trust

c/o St Mary's Catholic School, Windhill

Bishop's Stortford

CM23 2NQ

Country

United Kingdom