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Planning

WCC - Lisson Grove & City Hall Catering

Westminster City Council

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-032421

Procurement identifier (OCID): ocids-h6vhtk-03061c

Published 29 December 2021, 10:44pm

Section I: Contracting authority

I.1) Name and addresses

Westminster City Council

64 Victoria Street

London

SW1E 6PQ

Email

hpatel1@westminster.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.westminster.gov.uk/>

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

WCC - Lisson Grove & City Hall Catering

Reference number

P1070

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Westminster City Council will be tendering the catering contract to operate the cafeteria and hospitality services at their facilities in City Hall, 64 Victoria Street and Lisson Grove, London NW8. The new contract is expected to commence in July 2022 and will be for three years, with the opportunity to extend for a further two one-year periods.

II.1.5) Estimated total value

Value excluding VAT: £775,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 55510000 - Canteen services
- 55523000 - Catering services for other enterprises or other institutions

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Westminster City Hall plays an important role in the life of Westminster City Council representing the importance of the core Civic values and responsibilities that shape the organisation. The building is designed to provide a positive reflection of the Council as an ambitious custodian of the Borough and an innovative leader of local government.

It is recognised that due to the pandemic it will be difficult for any supplier to offer complete cost certainty in terms of operating this contract. The tender will therefore request suppliers to identify the services and costs associated with a number of different scenarios depending upon the number of personnel working from each of the two locations.

Although ideally WCC would prefer for the contract to operate at no cost to them, they recognise that the business case may require a subsidy. However, they hope the tender process will minimise this and will help ensure complete transparency in terms of the appointed supplier's accounts so they can work in partnership with them to manage the contract so that it offers the best possible balance of service and financial viability.

II.2.14) Additional information

-City Hall: pre pandemic 1600 council personnel based in the building. Sept - Dec 2021: avg 400 per day.

There is a fully equipped kitchen & servery with a 70-cover seating area on the 19th floor with floor to ceiling windows, commanding views to the south, east & west.

-Lisson Grove: Used by Staff and WAES. Sept - Dec 2021: avg 225 personnel and double pre-pandemic level of £600 net sales.

II.3) Estimated date of publication of contract notice

14 February 2022

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

If you are not registered on Westminster City Council's capitalEsourcing e-tendering portal, but would like to participate, please use the link below and follow the on-screen registration instructions. <https://www.capitalesourcing.com/web/login.shtml>

We expect to publish this tender on or around the February 2022, with the tender likely to close in after 30 days. Contract commencement is likely to be end of June 2022.

<https://www.capitalesourcing.com/web/login.shtml>

Project reference: itt_WCC_15407