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Tender

Catering Services

Local Government Association

F02: Contract notice

Notice identifier: 2023/S 000-033677

Procurement identifier (OCID): ocds-h6vhtk-040dc6

Published 14 November 2023, 4:05pm

Section I: Contracting authority

I.1) Name and addresses

Local Government Association

18 Smith Square

London

SW1P 3HZ

Contact

Breda Hillman

Email

Procurement@devaneconsultancy.co.uk

Telephone

+44 7855842292

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

<http://www.local.gov.uk>

Buyer's address

<http://www.local.gov.uk>

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Catering-services./7E272CNTK3>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Catering-services./7E272CNTK3>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Other activity

the local government association is the national voice of local government

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Catering Services

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The scope of the services is to provide a comprehensive catering service to the Local Government Association (LGA), at its location at 18 Smith Square, London.

II.1.5) Estimated total value

Value excluding VAT: £1,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

The scope of the services is to provide a comprehensive catering service to the Local Government Association (LGA), at its location at 18 Smith Square, London. The Service Provider will provide the following services:

-Management of LGA's Catering requirements conference and meeting room facilities at 18 Smith Square

-A full hospitality service to internal and external clients as necessary in any of the LGA's entertainment, meeting or office spaces

-Catering services required includes hot and cold food for conference and events and occasional fine dining for smaller numbers.

-The Service Provider shall be required to provide labour, consumables and disposables to provide catering services for a number of conference rooms/meeting rooms during the day with some evening events.

The Service Provider shall be required to adhere to relevant food and health & safety regulations.

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: £1,100,000

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

The contract is for 3 years (36 months) with a possible extension for two further years (24 months) - therefore a total of 60 months. Renewal timing will depend on whether the extension has been granted.

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

Envisaged number of candidates: 2

Objective criteria for choosing the limited number of candidates:

As detailed within the Selection Questionnaire documentation

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

II.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/7E272CNTK3>

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the procurement documents

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: No

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-031056](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

15 December 2023

Local time

12:00pm

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

10 January 2024

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 60 months

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Catering-services./7E272CNTK3>

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GO Reference: GO-20231114-PRO-24404926

VI.4) Procedures for review

VI.4.1) Review body

Local Government Association

18 Smith Square

London

SW1P 3HZ

Country

United Kingdom