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Tender

Lawrence Sheriff School ~ Catering Tender

Lawrence Sheriff School

F02: Contract notice

Notice identifier: 2024/S 000-033720

Procurement identifier (OCID): ocds-h6vhtk-04ada0

Published 18 October 2024, 12:05pm

Section I: Contracting authority

I.1) Name and addresses

Lawrence Sheriff School

Lawrence Sheriff School, Clifton Road, Rugby

Warwickshire

CV21 3AG

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKG1 - Herefordshire, Worcestershire and Warwickshire

Internet address(es)

Main address

<http://www.lawrencesheriffschool.net/>

I.3) Communication

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

<https://litmustms.co.uk/respond/Z6P88BD48G>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Lawrence Sheriff School ~ 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 Lawrence Sheriff School

II.1.5) Estimated total value

Value excluding VAT: £1,230,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG1 - Herefordshire, Worcestershire and Warwickshire

Main site or place of performance

Herefordshire, Worcestershire and Warwickshire

II.2.4) Description of the procurement

The successful Supplier will be required to provide catering services for Lawrence Sheriff School:

Lawrence Sheriff School, Clifton Road, Rugby, Warwickshire, CV21 3AG

Website: <http://www.lawrencesheriffschool.net/>

Google URL: <https://maps.app.goo.gl/dQDPJRXDdQx4Wcrr6>

Lawrence Sheriff School is an all-boys grammar school in Rugby, Warwickshire. Rated Outstanding by Ofsted, the school educates students from Year 7 to Year 13 with circa 1,000 students on roll.

The contract covers the scope for the provision of all catering services within the School, which also includes all hospitality and free issue requirements.

The duration of the contract being offered is for an initial three-year period commencing on 01 April 2025, with the potential to extend for a further three 12-month periods. These extensions will be granted by mutual consent and on the same terms and conditions as the original contract without the right to further extend beyond the full six years.

The contract being offered within this tender will be on a guaranteed performance basis, with an expected profit share of any betterment to the agreed budget.

The School are seeking a suitably experienced, education catering contractor who is able to evidence working within Secondary Schools. The successful contractor will already have or need to develop a strong operational base within the vicinity, thus allowing for both adequate contract support and operational flexibility that is to be delivered to support the contract as and when needed moving forwards into this contractual term.

The services are currently outsourced and TUPE is expected to apply. It is possible that some of the current employees are members of the Local Government Pension Scheme (LGPS) and, in this instance, the successful contractor will be expected to gain Admitted Body Status (ABS) in order to continue contributing to the scheme.

The School wishes to achieve as a result of this tender process:

1. The provision of a colourful, healthy and balanced food offer that will move away from a typically 'beige' counter. This should be inclusive of those with special dietary requirements.
2. An innovative and flexible menu that is in keeping with current food trends. Offering frequent themed menus and initiatives that support the curriculum and various school led activities, ensuring the food offer remains varied and enticing to its customers.
3. A suitable, effective marketing campaign in order to maximise on sales revenue, thus resulting in a cost efficient service.

4.A strong relief network to ensure absences, both short and long term, can be covered.

5.A partnership with the successful contractor in order to develop the existing service.

It is expected that experienced and insightful contract management will promote good levels of communication and engagement with the School. The management team should be proactive in communicating directly with School Leaders through frequent contract review meetings to ensure that the School is up to date with the performance of the contract, both financial and operational.

This enhanced service should be supported by a well-trained and supported catering team at the School, with a focus by the successful contractor on both craft training and customer service.

There needs to be total transparency with accounts that are clear and easy to understand. The monthly invoice should be supported by a breakdown of the contract's financial performance against budget.

To achieve overall value for money is an objective of this tender. However, please note that the School is not obliged to accept the lowest price and the contract award will be in line with the marking matrix published within the tender specification where an overall focus will be given to food quality and innovation of the catering offer, as well the management support.

See SQ document for more information.

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: £1,230,000

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

Start date

1 April 2025

End date

31 March 2031

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

II.2.14) Additional information

To respond to this opportunity please click here:

<https://litmustms.co.uk/respond/Z6P88BD48G>

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

Accelerated procedure

Justification:

Contract start date

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

8 November 2024

Local time

12:00pm

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

2 December 2024

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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. 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-Warwickshire:-School-catering-services./Z6P88BD48G>

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GO Reference: GO-20241018-PRO-28191898

VI.4) Procedures for review

VI.4.1) Review body

Lawrence Sheriff School

Lawrence Sheriff School, Clifton Road, Rugby

Warwickshire

CV21 3AG

Country

United Kingdom