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Planning

## **Prestigious Sites Catering**

City of London Corporation

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2023/S 000-035267

Procurement identifier (OCID): ocds-h6vhtk-041dd3

Published 29 November 2023, 4:56pm

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

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

City of London Corporation

Guildhall PO Box 270

London

EC2P 2EJ

#### **Email**

[Daria.Faeti@cityoflondon.gov.uk](mailto:Daria.Faeti@cityoflondon.gov.uk)

#### **Telephone**

+44 2076063030

#### **Country**

United Kingdom

#### **Region code**

UKI31 - Camden and City of London

**Internet address(es)**

Main address

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

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com>

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

**I.4) Type of the contracting authority**

Regional or local Agency/Office

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Prestigious Sites Catering

#### **II.1.2) Main CPV code**

- 55520000 - Catering services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

This is a prior information notice to notify potentially interested organisations that the Mansion House and the Central Criminal Court (on behalf of the City of London Corporation) will shortly be launching a procurement process to outsource their requirement for catering services.

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

Value excluding VAT: £25,500,000

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 39310000 - Catering equipment
- 42933000 - Vending machines
- 55500000 - Canteen and catering services

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

NUTS codes

- UKI31 - Camden and City of London

Main site or place of performance

Mansion House

Central Criminal Court

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

The estimated contract value over seven (7) years is £25.5m. This has been calculated on the basis that this will be a £5m service contract, the concession element will be the £18.5m estimated supplier turnover and there will also be £2m commission income to the City of London Corporation (along with £340K investment requirement from the supplier).

Summary of requirements:

The Supplier shall be responsible for providing to the Mansion House:

- Civic Events - catering services for annual set-piece events in each Mayoral year, alongside further State or VIP events as they arise.
- Commercial Catering - catering services for external hire commercial clients, supporting the Mansion House income generation plans.
- Charity & Livery Functions - catering services for these further external hire clients, also in support of the Mansion House income generation plans.
- Private Domestic – a ‘food only’ provision for smaller dinners (up to twenty covers) within the Lord Mayor’s apartment

The Supplier shall be responsible for providing the following for the Central Criminal Court:

- Shrieval and Judges Lunches
- Catering services for evening and weekend events on request
- Breakfast and Lunch provisions for Barristers in Barristers Mess
- Jurors' lunches and ad-hoc grab and go catering provision.
- Catering options in the form of a “Convenience Hub” vending service for 2nd floor
- Kitchen Maintenance ensuring all Food Safety and Health and Safety compliance is met.

- Staffing of the Jurors', Barrister's Mess & Judges Dining Room when required
- Appropriate till system
- All sundries to include cutlery, crockery, white linen, staff uniforms

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 50

Quality criterion - Name: Responsible Procurement / Weighting: 15

Price - Weighting: 35

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

Start date

1 September 2024

End date

31 August 2029

This contract is subject to renewal

Yes

Description of renewals

The contract is expected to be for five (5) years, with an option to extend for a further two (2) years.

#### **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.3) Estimated date of publication of contract notice**

4 January 2024

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

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

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom