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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): ocids-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

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

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

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

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.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