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Tender

## **Alban Academies Trust ~ Catering Tender**

Ridgeway Academy

Verulam School

Ridgeway Academy

Sandringham School

Garden Fields JMI School

Wheatfields Infants and Nursery School

Wheatfields Junior School

Skyswood Primary and Nursery School

F02: Contract notice

Notice identifier: 2023/S 000-035686

Procurement identifier (OCID): ocds-h6vhtk-042184

Published 4 December 2023, 4:05pm

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

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

Ridgeway Academy

Herns Lane, Welwyn Garden City

Hertfordshire

AL7 2AF

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://albanacademiustrust.org.uk/>

**I.1) Name and addresses**

Verulam School

Brampton Road, St Albans

Hertfordshire

AL1 4PR

**Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://verulamschool.co.uk/>

**I.1) Name and addresses**

Ridgeway Academy

Herns Lane, Welwyn Garden City

Hertfordshire

AL7 2AF

**Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://ridgeway.herts.sch.uk/>

**I.1) Name and addresses**

Sandringham School

The Ridgeway, St Albans

Hertfordshire

AL4 9NX

**Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://sandringham.herts.sch.uk/>

**I.1) Name and addresses**

Garden Fields JMI School

Townsend Drive

St Albans

AL3 5RL

**Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://gardenfields.herts.sch.uk/contact/>

**I.1) Name and addresses**

Wheatfields Infants and Nursery School

Downes Road, St Albans

Hertfordshire

AL4 9NT

**Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://www.wheatfieldsinfants.herts.sch.uk/>

**I.1) Name and addresses**

Wheatfields Junior School

Downes Road, St Albans

Hertfordshire

AL4 9NT

**Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://wheatfieldsjm.herts.sch.uk/>

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

Skyswood Primary and Nursery School

Chandlers Road, St Albans

Hertfordshire

AL4 9RS

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Country**

United Kingdom

#### **Region code**

UKH23 - Hertfordshire

#### **Internet address(es)**

Main address

<https://www.skyswood.herts.sch.uk/>

### **I.2) Information about joint procurement**

The contract involves joint procurement

### **I.3) Communication**

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

<https://litmustms.co.uk/respond/WM5E79C28P>

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

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## **Section II: Object**

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

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

Alban Academies Trust ~ 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 tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities of all schools, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The Schools would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

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

Value excluding VAT: £8,050,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

The contract being tendered is for three years in duration from 1st August 2024 to 31st July 2027 with the option to extend for up to a further 2 years at the discretion of the client. This is with the exception of Sandringham School where the contract will start from 1st August 2025 for a duration of two years with the option to extend for up to a further 2 years at the discretion of the client.

This contract will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with the Trust for the duration of this contract.

The School year at all schools is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days. Verulam School has additional days where they have no lunch service: Abbey Service (Autumn Term), Open Evening (Autumn Term) & Verulympics (Summer Term).

The contract offered covers the scope for the provision of all catering services within the School, which currently includes morning break, lunch, all hospitality and free issue requirements. Free School meals are to be charged with a margin attached and hospitality will be charged based on consumption and at net food cost.

Whilst the Trust prioritises value for money as a key objective of the Competitive Tender Process, it is not obliged to accept the lowest price.

The Trust expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The Trust expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of Every Child Matters.

The Trust believes that success should be celebrated and that pupils should enjoy their time at school; if lessons are stimulating and challenging then students will love learning.

#### **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: £8,050,000

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

Start date

1 August 2024

End date

31 July 2029

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

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## **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

#### **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

5 January 2024

Local time

12:00pm

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

15 March 2024

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

English

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## **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-Hertfordshire:-School-catering-services./WM5E79C28P>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/WM5E79C28P>

GO Reference: GO-2023124-PRO-24678806

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

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

Ridgeway Academy

Herns Lane, Welwyn Garden City

Hertfordshire

AL7 2AF

Country

United Kingdom