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Tender

## **Clarion Academy Trust - Catering and Cleaning**

Clarion Academy Trust

F02: Contract notice

Notice identifier: 2022/S 000-036198

Procurement identifier (OCID): ocids-h6vhtk-03934f

Published 21 December 2022, 1:00pm

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

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

Clarion Academy Trust

Hobart High School Kittens Lane, Loddon

Norwich

NR14 6JU

#### **Contact**

Ben Jones

#### **Email**

[tenders@minervapcs.com](mailto:tenders@minervapcs.com)

#### **Telephone**

+44 1256467107

#### **Country**

United Kingdom

**NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

<https://www.clarionacademytrust.org.uk/>

**I.3) Communication**

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

<https://in-tendhost.co.uk/minervapcs.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/minervapcs.aspx/Home>

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

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

Other type

Education Institute

**I.5) Main activity**

Education

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**Section II: Object**

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

**II.1.1) Title**

## Clarion Academy Trust - Catering and Cleaning

Reference number

MPN-10235

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

- 55524000 - School catering services

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

Services

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

Clarion Academy Trust is currently out to tender for the provision of a full daily catering service as well as their cleaning services. The Catering services at the Trust schools are currently outsourced to a contractor and the cleaning services are currently managed in-house. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at the Trust schools. This will consist of breakfast and morning breaks at some sites and full lunch service for each school day at all sites. Please note that at Thurlton there is only a servery as the meals are brought in from another site. Across the Trust there are currently the following pupils on roll for the academic year [2022/23]. Figures for UIFSM and FSM are also noted against each site. Pakefield High School - 670 pupils total, with 264 entitled to FSM. Hobart High School - 703 pupils total, with 83 entitled to FSM. Thurlton Primary School - 61 pupils total, with 22 entitled to UIF.

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

Value excluding VAT: £2,487,885

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Clarion Academy Trust - Lot 1 - Catering

Lot No

1

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

- 55524000 - School catering services

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

NUTS codes

- UKH15 - Norwich and East Norfolk

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

Clarion Academy Trust is currently out to tender for the provision of a full daily catering service. The Catering services at the Trust schools are currently outsourced to a contractor. The Contractor will be responsible for the provision of a full school food catering service for the pupils and staff at the Trust schools. This will consist of breakfast and morning breaks at some sites and full lunch service for each school day at all sites. Please note that at Thurlton there is only a servery as the meals are brought in from another site. Across the Trust there are currently the following pupils on roll for the academic year [2022/23]. Figures for UIFSM and FSM are also noted against each site. Pakefield High School - 670 pupils total, with 264 entitled to FSM. Hobart High School - 703 pupils total, with 83 entitled to FSM. Thurlton Primary School - 61 pupils total, with 22 entitled to UIFSM.

### **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: £1,287,885

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

Duration in months

60

This contract is subject to renewal

No

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of three years with two possible extensions of 12 months meaning a maximum contract length of five 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.2.14) Additional information**

The duration detailed above includes the initial term of three years as well as the two optional contract extension periods of 12 months each.

## **II.2) Description**

### **II.2.1) Title**

## Clarion Academy Trust - Lot 2 - Cleaning

Lot No

2

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

- 90919300 - School cleaning services

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

NUTS codes

- UKH15 - Norwich and East Norfolk

Main site or place of performance

Full Details in Tender Documentation

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

Clarion Academy Trust is currently out to tender for their cleaning services. The cleaning services are currently managed in-house.

### **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: £1,200,000

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

Duration in months

60

This contract is subject to renewal

No

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria is detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

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Variants will be accepted: Yes

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Options: Yes

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The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

The duration detailed above includes the initial term of three years as well as the two optional contract extension periods of 12 months each.

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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

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## **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

1 February 2023

Local time

5:00pm

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

8 March 2023

#### **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: Yes

Estimated timing for further notices to be published: Further notices will be published in 2025, 2026 or 2027

### **VI.3) Additional information**

CPV code 55524000-9, falls within Schedule 3 of the Public Contracts Regulations 2015 as a Social and Other Specific Service, therefore the procurement procedure is governed by Section 7 of Part 2 (Regulations 74-77) of those Regulations.

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

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

High Court

Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Clarion Academy Trust will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland)

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

High Court

Strand

London

WC2A 2LL

Country

United Kingdom