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Tender

## **Acer Trust - Catering Services (2024)**

Acer Trust

F02: Contract notice

Notice identifier: 2024/S 000-037064

Procurement identifier (OCID): ocds-h6vhtk-04b6f8

Published 15 November 2024, 3:12pm

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

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

Acer Trust

Arnolds Way

Oxford

OX2 9JE

#### **Contact**

Ben Jones

#### **Email**

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

#### **Telephone**

+44 1256467107

**Country**

United Kingdom

**NUTS code**

UKJ14 - Oxfordshire

**Internet address(es)**

Main address

<https://www.acertrust.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

Acer Trust - Catering Services (2024)

Reference number

MPN-10299

#### II.1.2) Main CPV code

- 55524000 - School catering services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Acer Trust is currently out to tender for the provision of a full daily catering service. The services at the Trust schools are a mix of in-house and outsourced provision. 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. The catering facilities at the school include the main dining areas and servery, plus some sites also have a hot and cold Grab and Go section in the main servery as well as separate servery areas such as a food truck and/or pod to alleviate queuing issues. All outlets are available to all pupils. Across the Trust there are currently 5,688 pupils on roll for the academic year 2024/25. Of this figure, 368 pupils are entitled to UIFSM and a further 670 to Free School Meals.

#### II.1.5) Estimated total value

Value excluding VAT: £6,595,000

#### 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**

Lot 1 - Botley School, Chalgrove Community Primary School, Stadhampton Primary School and Watlington Primary School

Lot No

1

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

- 55524000 - School catering services

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Full details in tender documentation

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

Acer Trust is currently out to tender for the provision of a full daily catering service. The services at the Trust schools are a mix of in-house and outsourced provision. 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. The catering facilities at the school include the main dining areas and servery, plus some sites also have a hot and cold Grab and Go section in the main servery as well as separate servery areas such as a food truck and/or pod to alleviate queuing issues. All outlets are available to all pupils. Across the Trust there are currently 5,688 pupils on roll for the academic year 2024/25. Of this figure, 368 pupils are entitled to UIFSM and a further 670 to Free School Meals.

### **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: £990,000

## **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 as 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**

Lot 2 - Icknield Community College

Lot No

2

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

- 55524000 - School catering services

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Full details in tender documentation

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

Acer Trust is currently out to tender for the provision of a full daily catering service. The services at the Trust schools are a mix of in-house and outsourced provision. 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. The catering facilities at the school include

the main dining areas and servery, plus some sites also have a hot and cold Grab and Go section in the main servery as well as separate servery areas such as a food truck and/or pod to alleviate queuing issues. All outlets are available to all pupils. Across the Trust there are currently 5,688 pupils on roll for the academic year 2024/25. Of this figure, 368 pupils are entitled to UIFSM and a further 670 to Free School Meals.

### **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: £1,050,000

### **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 as 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**

Lot 3 - Matthew Arnold School

Lot No

3

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

- 55524000 - School catering services

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

NUTS codes

- UKJ14 - Oxfordshire



Main site or place of performance

Full details in tender documentation

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

Acer Trust is currently out to tender for the provision of a full daily catering service. The services at the Trust schools are a mix of in-house and outsourced provision. 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. The catering facilities at the school include the main dining areas and servery, plus some sites also have a hot and cold Grab and Go section in the main servery as well as separate servery areas such as a food truck and/or pod to alleviate queuing issues. All outlets are available to all pupils. Across the Trust there are currently 5,688 pupils on roll for the academic year 2024/25. Of this figure, 368 pupils are entitled to UIFSM and a further 670 to Free School Meals.

## **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: £1,600,000

## **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: 60

Objective criteria for choosing the limited number of candidates:

Objective criteria as 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**

Lot 4 - The Cooper School and Glory Farm Primary School

Lot No

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

- 55524000 - School catering services

**II.2.3) Place of performance**

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Full details in tender documentation

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

Acer Trust is currently out to tender for the provision of a full daily catering service. The services at the Trust schools are a mix of in-house and outsourced provision. 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. The catering facilities at the school include the main dining areas and servery, plus some sites also have a hot and cold Grab and Go section in the main servery as well as separate servery areas such as a food truck and/or pod to alleviate queuing issues. All outlets are available to all pupils. Across the Trust there are currently 5,688 pupils on roll for the academic year 2024/25. Of this figure, 368 pupils are entitled to UIFSM and a further 670 to Free School Meals.

**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**

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 as 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**

Lot 5 - Wood Green School

Lot No

5

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

- 55524000 - School catering services

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Full details in tender documentation

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

Acer Trust is currently out to tender for the provision of a full daily catering service. The services at the Trust schools are a mix of in-house and outsourced provision. 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. The catering facilities at the school include the main dining areas and servery, plus some sites also have a hot and cold Grab and Go section in the main servery as well as separate servery areas such as a food truck and/or pod to alleviate queuing issues. All outlets are available to all pupils. Across the Trust there are currently 5,688 pupils on roll for the academic year 2024/25. Of this figure, 368 pupils are entitled to UIFSM and a further 670 to Free School Meals.

### **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: £1,725,000

### **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 as 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.

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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: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

16 December 2024

Local time

5:00pm

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

27 January 2025

#### **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 2027, 2028 or 2029 dependent on the exercising of contract extension options.

### **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

Acer 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