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Contract

## **Marlow Education Trust ~ Catering Tender**

Marlow Education Trust  
Sir William Borlase's Grammar School

F03: Contract award notice  
Notice identifier: 2024/S 000-041220  
Procurement identifier (OCID): ocds-h6vhtk-0459e1  
Published 20 December 2024, 2:05pm

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

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

Marlow Education Trust

West Street, Marlow

Buckinghamshire

SL7 2BR

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

**Internet address(es)**

Main address

<https://www.marlowet.org/MarlowEducationTrust>

**I.1) Name and addresses**

Sir William Borlase's Grammar School

West Street, Marlow

Buckinghamshire

SL7 2BR

**Email**

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

**Country**

United Kingdom

**Region code**

UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

**Internet address(es)**

Main address

<https://www.swbgs.com/>

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

The contract involves joint procurement

**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**

Marlow Education 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 successful Supplier will be required to provide Cleaning services for Marlow Education Trust at the following School:

Sir William Borlase's Grammar School

West Street, Marlow SL7 2BR

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £2,093,663.72

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

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

NUTS codes

- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

Main site or place of performance

Berkshire, Buckinghamshire and Oxfordshire

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

Basis of Contract

The Trust is currently seeking a catering contractor with ample experience to provide catering services at Sir William Borlase's Grammar School. The contractor will need to be highly creative and innovative, and able to introduce new food concepts that cater to the diverse range of pupil tastes and dietary requirements. As the school places a strong emphasis on extracurricular activities, it is essential that the chosen contractor has extensive knowledge and expertise in providing healthy food options which are fresh, seasonal and locally sourced and prepared at the school. This includes being well-versed in nutritional standards and requirements and ensuring that the menus are designed to fuel pupils throughout the day. Additionally, the contractor will be expected to conduct a comprehensive review of the current catering services and provide recommendations on how to enhance the existing offerings. The main aim of this exercise is to deliver a superior catering experience that aligns with the school's vision and values.

The chosen contractor must propose innovative ways to make the contract more environmentally friendly and carbon neutral. This should apply to both the contract delivery and the contractor's organization, following the environmental policies of Sir William Borlase's Grammar School. The contractor's approach to sustainability must align with that of the school.

The contract being tendered is from 1st January 2025 until 31st December 2028 for an initial 3-year period with an option to extend for a further 2 years at the discretion of the client. The contract will operate as a guaranteed performance Contract, with the successful contractor offering the school a guaranteed return/ cost for the provision of catering services. Sovereignty of the cash tariff is to remain with the Trust for the duration of this contract.

The contract offered covers the scope for the provision of all catering services within the School, which currently includes, breakfast mid-morning break, lunch, all hospitality, and free issue requirements. Free School meals 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.

Contract value:

Sales performance per annum is circa £340,000

The value of the new contract is circa £1,700,000 (Current annual contract cost, multiplied by 5, being the maximum 5-year term of the contract)

Other notes:

- Please be advised that this contract will be let on a 3 + 1 + 1 year basis.
- Please be advised that there are not currently any catering staff in the LGPS
- Please be advised that the catering service is currently contracted to Innovate.
- Please be advised that the School has a minimum requirement for a contractor's employer liability/ public liability and professional indemnity insurance of £10m
- The minimum annual turnover that your company must have achieved to be considered for this opportunity is £1m

See SQ Document for further information

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

Price

#### **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

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

This is a Contract Award Notice - this contract has already been awarded.

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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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-015481](#)

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

17 November 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 7

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Innovate Services

St Andrews House, West Street

Woking

GU21 6EB

Country

United Kingdom

NUTS code

- UKJ2 - Surrey, East and West Sussex

National registration number

06420662

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £1,170,000

Total value of the contract/lot: £2,093,633.72

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## **Section VI. Complementary information**

### **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.

To view this notice, please click here:

<https://litmustms.co.uk/delta/viewNotice.html?noticeId=911572951>

GO Reference: GO-20241220-PRO-28966212

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

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

Marlow Education Trust

West Street, Marlow

Buckinghamshire

SL7 2BR

Country

United Kingdom