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Tender

Aspire Academy Trust - Provision of Outsourced Catering Service

Aspire Academy Trust

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-049116

Procurement identifier (OCID): ocids-h6vhtk-0588e2

Published 15 August 2025, 12:37pm

Scope

Reference

ASP01.49

Description

The proposed contract will be for the provision of Outsourced Catering Service to the Trust. The Trust is seeking a Contractor that will deliver the service for this contract, providing a high-quality service, whilst delivering value for money for the school, parents and pupils using the Services. The Contract will include all food and staff provision to support the delivery of the catering services requirement. In addition to the above, the Contractor shall: a. work in partnership with the Trust, operating at Trust level, demonstrating a centralised approach that offers transparency and visibility of management information, KPI and financial performance. This will allow for a robust level of oversight regarding contract delivery as a whole.

Total value (estimated)

- £11,000,000 excluding VAT
- £13,200,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 5 January 2026 to 1 September 2029
- Possible extension to 1 September 2031
- 5 years, 7 months, 28 days

Description of possible extension:

Two further years (3.8+1+1)

Options

The right to additional purchases while the contract is valid.

Contract value has account for the potential for additional schools joining the Trust during the Contract ter

Main procurement category

Services

CPV classifications

- 55524000 - School catering services

- 55520000 - Catering services

Contract locations

- UKK3 - Cornwall and Isles of Scilly

Participation

Legal and financial capacity conditions of participation

A financial appraisal will be based upon a credit check.

Technical ability conditions of participation

Provide 3 relevant previous contract examples To constitute a pass, the contract examples provided shall be relevant to the requirement, with a sufficient level of detail that provides confidence in the Tenderer's established past experience in similar and relevant projects/contracts. The contracts must be within the education sector and similar complexity and working on more than one site within the contract.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

29 September 2025, 12:00pm

Tender submission deadline

29 September 2025, 12:00pm

Electronic auction will be used

Yes

Submission address and any special instructions

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=97094&B=

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

25 October 2025

Award criteria

Name	Description	Type	Weighting
Quality	Proposed Service Model 5.0% Service Model Case Study 5.0% Menu Selection - Primary 10.0% Menu Selection - Nursery & Lunches 5.0% Inclusive Safe & Compliant Meal Provision 10.0% Catering Service provision - Serveries 5.0% Catering Service Provision - Relief Staff 10.0% Catering Service Provision - Staff Retention 5.0% Catering Service Delivery - Training & Recruitment 10.0% Contract Management Structure 5.0% Contract Reporting & Service Quality Monitoring 5.0% Complaint Management 5.0% Mobilisation Plan 5.0% Added Value 10.0% Sustainability 5.0%	Quality	60%
Guaranteed Position	Agreed Position Year 1 Cost - 7.5% Agreed Position Year 1-14 - 7.5% Alternative Position Year 1 - 7.5% Alternative Position Year 1-4 - 7.5% Agreed Position Approach - 5% Alternative Position Approach - 5%		40%

Other information

Payment terms

The Contractor shall submit invoices and associated documentation. The Trust requires the invoices received to be by academy broken down as follows: Adult Paid Hospitality KS1 FSM KS1 UFSM KS2 Paid KS2 SS FSM Staff Duty Nursery Snacks Nursery Meals Each month the Trust undertakes a meal reconciliation with each academy to this invoice and will meet with the Contractor to discuss all discrepancies which are then credited back to the Trust the following month if the discrepancy is agreed. Meal payments are received by the school via ParentPay. At the end of each monthly accounting period, the Contractor shall invoice the Trust for the number of UIFSM & FSM meals provided multiplied by the FSM/UIFSM cost per meal, one invoice, broken down by school. Invoices are then reconciled with the catering figures. Depending on whether there is a guaranteed position subsidy or payment to the Trust, for each school commercial offer, this should be invoiced or paid to the Trust on a monthly basis, broken down by 12 equal payments. Where, during a monthly period, it has been identified, and agreed, that adjustments are required (in respect of service credits, additional works, errors or omissions), these will be taken account of within the invoice for the following month.

Description of risks to contract performance

1. Financial Inflation and Rising Costs: Food price inflation, energy bills, and wage increases. Caterers locked into long-term contracts may struggle to remain profitable, risking service quality or contract withdrawal. Staffing Challenges Recruitment Difficulties: Shortages of skilled catering staff, especially in rural or low-income areas. Difficulty attracting and retaining staff due to limited pay and benefits. Training Gaps: Inadequate training in food safety, allergens, and safeguarding can lead to compliance issues. Reputational and Compliance Risks Non-compliance with School Food Standards can result in reputational damage and regulatory scrutiny. Non-compliance with the tender specification or compliance requirement

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Aspire Academy Trust

- Public Procurement Organisation Number: PRMG-1387-DLGR

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United Kingdom

Contact name: Julie Brooks

Email: josie.medforth@phplaw.co.uk

Region: UKK30 - Cornwall and Isles of Scilly

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

PHP Law LLP

Summary of their role in this procurement: Procurement Consultant

- Public Procurement Organisation Number: PPRM-9434-VNYQ

Unit 3 The Brutus Centre Station Road Totnes

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Contact name: Josie Medforth

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Region: UKK43 - Devon CC

Contact organisation

Contact PHP Law LLP for any enquiries.