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Tender

Provision of Catering Services at Broadgate Primary School

Broadgate Primary School

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

Notice identifier: 2025/S 000-054826

Procurement identifier (OCID): ocids-h6vhtk-059639

Published 8 September 2025, 6:42pm

Scope

Description

Provision of catering & hospitality services to Broadgate Primary School, Horsforth, Leeds.

The successful contractor will provide all catering services to the school, Mon - Fri, 190 days per year, from their on-site kitchen and occasionally provide hospitality catering too.

The School has 469 pupils on roll with an average meal count of 200-220 meals per day (2024/25 average).

The school seeks a contractor who can provide both digital pre-order and parent payment platforms.

The school seek a contractor whose Contract Manager who has strong HR and craft skills.

The school are open to alternative bids exploring different tariffs to parents and different labour structure (there is 1 current vacancy)

Total value (estimated)

- £320,000 excluding VAT
- £321,920 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 January 2026 to 31 December 2029
- Possible extension to 31 December 2031
- 6 years

Description of possible extension:

Optional 2x 1 year extensions

Main procurement category

Services

CPV classifications

- 55524000 - School catering services

Contract locations

- UKE4 - West Yorkshire
-

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Tender submission deadline

24 September 2025, 3:00pm

Submission address and any special instructions

Please request full ITT and supporting Docs from ls@redboxcs.com

Please submit your bid via the Red Box Portal

[https://:www.redboxportal.com](https://www.redboxportal.com)

Tenders may be submitted electronically

Yes

Award criteria

Quality Max Points- 150

Commercial Max Points - 150

7 quality questions, 2 pass/fail questions (Compliance)

Questions regarding menus, service, contract management, staff support & references and most heavily weighted.

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Contracting authority

Broadgate Primary School

- Public Procurement Organisation Number: PNYG-6878-YDZM

North Broadgate Lane, Horsforth

Leeds

LS18 5AF

United Kingdom

Contact name: Louise Bullman

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Email: ls@redboxcs.com

Region: UKE42 - Leeds

Organisation type: Public authority - sub-central government