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Tender

Catering Services for Asylum Intake Units

Home Office

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

Notice identifier: 2025/S 000-068740

Procurement identifier (OCID): ocds-h6vhtk-059120 ([view related notices](#))

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Scope

Description

The Home Office seeks a commercial partner(s) for the provision of catering services for locations across the UK. These services will support individuals temporarily at these sites and will involve the regular delivery of pre-packaged food items such as sandwiches and snacks.

The Authority is seeking a flexible and responsive catering solution that meets basic nutritional needs and can be adapted to different

service environments. The requirement is for the provision of catering services to Kent, Croydon and Belfast.

The procurement is split into two Lots - Lot 1 covers the provision of catering services to Croydon and Kent Intake Units and Lot 2 covers the provision of catering services to Belfast Intake Unit. Suppliers can bid for either one or both Lots.

The contract is expected to commence in January 2026 and will be in place for two years until January 2028, with the option to extend for an additional year until January 2029.

Total value (estimated)

- £94,333.33 excluding VAT
- £113,200 including VAT

Below the relevant threshold

Contract dates (estimated)

- 8 January 2026 to 7 January 2028
- Possible extension to 7 January 2029
- 3 years

Description of possible extension:

Optional 1 year extension

Main procurement category

Services

CPV classifications

- 03220000 - Vegetables, fruits and nuts
- 15312300 - Potato crisps
- 15811511 - Prepared sandwiches
- 15894400 - Snacks
- 55321000 - Meal-preparation services

- 55520000 - Catering services
- 55521200 - Meal delivery service

Not the same for all lots

Contract locations are shown in Lot sections, because they are not the same for all lots.

Lot 1. Provision of Catering Services to Croydon and Kent Intake Units (CIU & KIU)

Description

This lot covers the provision of Catering Services to both Croydon and Kent Intake Units.

Lot value (estimated)

- £68,833.33 excluding VAT
- £82,600 including VAT

Contract locations

- UKJ4 - Kent
- UKI62 - Croydon

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 2. Provision of Catering Services to Belfast Intake Unit

Description

This lot covers the provision of Catering Services to Belfast Intake Unit

Lot value (estimated)

- £25,500 excluding VAT
- £30,600 including VAT

Contract locations

- UKN06 - Belfast

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Participation

Particular suitability

Lot 1. Provision of Catering Services to Croydon and Kent Intake Units (CIU & KIU)

Lot 2. Provision of Catering Services to Belfast Intake Unit

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

10 November 2025, 4:00pm

Tender submission deadline

17 November 2025, 4:00pm

Submission address and any special instructions

The Home Office eSourcing Portal, Jaggaer, is used for sourcing activities. Please follow the steps below to participate in this procurement:

1. Register on the Home Office Portal

If you have not already registered, this can be done online at:

<https://homeoffice.app.jaggaer.com/web/login.html>

Please note that to register you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, and who will be entering into a contract if invited to do so.

2. Complete a Non-Disclosure Agreement (NDA)

This can be done online at:

<https://homeoffice.app.jaggaer.com/go/46223627019A26A12F0F>

3. Upload completed NDA

You will be required to download the NDA form, complete and sign, and upload to the Portal.

Once the above steps are completed, access to the RFP documents will be made available via the Portal.

Tenders may be submitted electronically

Yes

Award criteria

The contract will be awarded using the Most Advantageous Tender (MAT) methodology. Bidders will be required to respond to a series of mandatory Quality questions assessed on a Pass/Fail basis.

Bidders who meet all Quality requirements will be evaluated solely on price, with suppliers ranked accordingly. Price will account for 100% of the final score.

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Contracting authority

Home Office

- Public Procurement Organisation Number: PWGC-6513-PQLZ

2 Marsham Street

London

SW1P 4DF

United Kingdom

Contact name: Asylum Support Procurement Team

Email: asylumsupportprocurementteam@homeoffice.gov.uk

Website: <https://www.gov.uk/government/organisations/home-office>

Region: UKI32 - Westminster

Organisation type: Public authority - central government