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Tender

## **CSC25164 Holiday Activities and Food Programme (HAF) Open Framework**

Torbay Council

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

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### **Scope**

### **Reference**

CSC25164

### **Description**

Torbay Council has been successful in obtaining grant funding by the Department for Education (DfE) to roll out a Holiday Activities and Food Programme for 2026.

The purpose of the funding is to ensure that children and young people have access to food and activities over the school holiday periods where they are eligible for Free School Meals. Local Authorities require face-to-face provision over the school holidays. The number of children / young people eligible for the provision is estimated to be around 5,451. As a minimum, it's expected that roughly 20-25% of those eligible will take up the offer per School Holiday.

Torbay Council are procuring an open framework of providers for this requirement. The time period of the framework and the reopening arrangements are subject to confirmed funding from the DfE.

## **Commercial tool**

Establishes an open framework

A series of frameworks with substantially the same terms. Awarded suppliers are carried over and new suppliers can bid.

## **Total value (estimated)**

- £4,000,000 excluding VAT
- £4,800,000 including VAT

Above the relevant threshold

## **Main procurement category**

Services

## **CPV classifications**

- 55243000 - Children's holiday-camp services
- 85300000 - Social work and related services
- 98000000 - Other community, social and personal services

## **Contract locations**

- UKK42 - Torbay

## **Lot constraints**

Maximum number of lots a supplier can bid for: 4

Maximum number of lots a supplier can be awarded: 4

Description of how multiple lots may be awarded:

This Framework is being divided into the following Lots.

- Lot 1 - Torquay based sites.
- Lot 2 - Paignton based sites.
- Lot 3 - Brixham based sites.
- Lot 4 - 13 – 16 year olds.
- Lot 5 – Children with complex SEND

With regards to Lots 1 through 3, Applicants can be awarded a maximum of two Lots and may apply for any combination of Lots 1 through 3. Applicants will be limited to a maximum of two Lots that they can apply for.

Lot 4 and 5 are standalone Lots and can be applied for in combination with Lots 1 to 3. Lot 4 and 5 may be awarded to Applicants who have been awarded to two of the other Lots.

Successful Applicant(s) may be awarded to the framework for an individual Lot or combination of Lots applied for.

Please note: If an Applicant applies for more than one Lot and is successful for each Lot, they must be confident that they are able to fulfil the individual specification requirements for each Lot. Where Applicants apply for multiple Lots, they must be able to deliver each Lot in isolation of the other Lots as there is no guarantee Applicants will be awarded all Lots that they bid for.

### **Not the same for all lots**

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

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## **Lot 1. Lot 1 - Torquay Based Sites**

### **Description**

Lot 1 - HAF Provision at Torquay Based Sites

### **Lot value (estimated)**

- £1,411,200 excluding VAT
- £1,693,440 including VAT

Framework lot values may be shared with other lots

### **Contract dates (estimated)**

- 3 April 2026 to 2 April 2027
- 1 year

### **Same for all lots**

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

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## **Lot 2. Lot 2 - Paignton Based Sites**

## **Description**

Lot 2 - HAF Provision at Paignton Based Sites

## **Lot value (estimated)**

- £1,411,200 excluding VAT
- £1,693,440 including VAT

Framework lot values may be shared with other lots

## **Contract dates (estimated)**

- 3 April 2026 to 2 April 2027
- 1 year

## **Same for all lots**

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

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## **Lot 3. Lot 3 Brixham Based Sites**

### **Description**

Lot 3 - HAF provision at Brixham Based Sites

### **Lot value (estimated)**

- £403,200 excluding VAT
- £483,840 including VAT

Framework lot values may be shared with other lots

### **Contract dates (estimated)**

- 3 April 2026 to 1 February 2027
- 9 months, 29 days

### **Same for all lots**

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

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## **Lot 4. Lot 4 - Provision for 13-16 year olds**

### **Description**

Lot 4 - Specific HAF provision for 13-16 year olds

### **Lot value (estimated)**

- £403,200 excluding VAT
- £483,840 including VAT

Framework lot values may be shared with other lots

### **Contract dates (estimated)**

- 3 April 2026 to 2 April 2027
- 1 year

### **Same for all lots**

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

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## **Lot 5. Lot 5 - Provision for Children with Complex Send**

### **Description**

Lot 5 - Specific HAF provision at for Children with Complex SEND

### **Lot value (estimated)**

- £216,000 excluding VAT
- £259,200 including VAT

Framework lot values may be shared with other lots

### **Contract dates (estimated)**

- 6 April 2026 to 2 April 2027
- 11 months, 27 days

### **Same for all lots**

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

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## **Framework**

### **Open framework scheme end date (estimated)**

2 April 2034

### **Maximum number of suppliers**

Unlimited

### **Maximum percentage fee charged to suppliers**

0%

### **Framework operation description**

The Framework will be re-opened on an annual basis.

When the framework reopens, Applicants already awarded a place on the current framework will have the option of:

- Being assessed on a tender relating to the previous framework award; or
- Submitting a new tender for assessment; or
- Leaving the framework - Not applying for a place on the new framework

Applicants may be re-ranked on the framework following the assessment of new tenders.

## **Award method when using the framework**

Either with or without competition

## **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot 1. Lot 1 - Torquay Based Sites**

**Lot 2. Lot 2 - Paignton Based Sites**

**Lot 3. Lot 3 Brixham Based Sites**

**Lot 4. Lot 4 - Provision for 13-16 year olds**

**Lot 5. Lot 5 - Provision for Children with Complex Send**

Financial Capacity

Confirmation of ability to obtain relevant insurances after contract award but before delivery start

Further information can be found in Part 4 Procurement Specific Questionnaire and Section C2.3 of Part 1 Information.

### **Technical ability conditions of participation**

**Lot 1. Lot 1 - Torquay Based Sites**

**Lot 2. Lot 2 - Paignton Based Sites**

**Lot 3. Lot 3 Brixham Based Sites**

**Lot 4. Lot 4 - Provision for 13-16 year olds**

**Lot 5. Lot 5 - Provision for Children with Complex Send**

Data Protection

Modern Slavery

Further information can be found in Part 4 Procurement Specific Questionnaire and Section C2.3 of Part 1 Information.

### **Particular suitability**

**Lot 1. Lot 1 - Torquay Based Sites**

**Lot 2. Lot 2 - Paignton Based Sites**

**Lot 3. Lot 3 Brixham Based Sites**

**Lot 4. Lot 4 - Provision for 13-16 year olds**

**Lot 5. Lot 5 - Provision for Children with Complex Send**

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

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## **Submission**

### **Enquiry deadline**

17 December 2025, 12:00pm

### **Tender submission deadline**

14 January 2026, 12:00pm

## **Submission address and any special instructions**

In order to provide unrestricted, full, direct and free of charge access to the Tender Documents the Authority is providing the Documents in PDF format in the Opportunities Area of the ProContract e-Tendering portal at [www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)

In order to access amendable versions of the Documents and to submit a response Applicants must be registered as Suppliers on ProContract. Applicants should then express an interest in the opportunity and download the Word and Excel format Documents for completion and submission.

## **Tenders may be submitted electronically**

Yes

## **Languages that may be used for submission**

English

## **Award decision date (estimated)**

23 February 2026

## **Recurring procurement**

Publication date of next tender notice (estimated): 2 December 2026

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## **Award criteria**

**Lot 1. Lot 1 - Torquay Based Sites**

**Lot 2. Lot 2 - Paignton Based Sites**

**Lot 4. Lot 4 - Provision for 13-16 year olds**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Method Statements	Quality for service and contract delivery. There are 5 method statements in total which add up to percentage weighting.	Quality	70.00%
Price	Pricing for the first year of provision delivery. Capped at a maximum of £30 per child for this lot.	Price	30.00%

**Lot 3. Lot 3 Brixham Based Sites**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Method Statements	Quality for service and contract delivery. There are 5 method statements in total which add up to percentage weighting.	Quality	70.00%
Price	Pricing for the first year of provision delivery. Capped at a maximum of £30 per child for Lots 1-4 and £75 per child for Lot 5.	Price	30.00%

**Lot 5. Lot 5 - Provision for Children with Complex Send**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Method Statement	Quality for service and contract delivery. There are 5 method statements in total which add up to percentage weighting.	Quality	70.00%
Price	Pricing for the first year of provision delivery. Capped at a maximum of £75 per child for this lot.	Price	30.00%

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## **Other information**

### **Payment terms**

In consideration of the provision of the Services by the Supplier in accordance with the terms and conditions of this Contract, the Authority shall pay the Charges to the Supplier.

The Charges shall be calculated as set out in the Payment Schedule.

Unless otherwise stated in the Payment Schedule the Charges:

(a) shall be payable from the Commencement Date;

(b) shall remain fixed during the Term unless agreed by both parties; and

(c) are the entire price payable by the Authority to the Supplier in respect of the Services and includes, without limitation, any royalties, licence fees, supplies and all consumables used by the Supplier, travel costs, accommodation expenses and the cost of Supplier Personnel.

The Authority shall pay each properly submitted invoice received by the Supplier within 30 days of the date when Authority has determined that the invoice is a valid and undisputed invoice. The Supplier shall accept payment electronically via BACS.

Further information on payment terms can be found in section 3 of the Call-Off Contract.

### **Description of risks to contract performance**

Risk - Tendering for framework prior to confirmation from DfE of funding

Modification required if risk arises - Not award call-off contracts or delay start of Framework.

Risk - Changes to procurement process and delivery requirements reduces number of provisions bid for.

Modification required if risk arises - Re-open framework opportunity early

Further risk information:

Additional information on risks can be found in Section B5 of Part 2 Specification.

### **Applicable trade agreements**

- Government Procurement Agreement (GPA)

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

### **Special regime**

Light touch

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## **Documents**

### **Associated tender documents**

<https://www.supplyingthesouthwest.org.uk/>

In order to provide unrestricted, full, direct and free of charge access to the Tender Documents, the Authority is providing the documents in PDF in the Opportunities Area of the ProContract e-tendering portal at <https://www.supplyingthesouthwest.org.uk/>

In order to access amendable versions of the documents and to submit a response, Applicants must be registered as Suppliers on ProContract. Applicants should then express an interest in the opportunity and download the Work and Excel format documents for completion and submission.

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## Contracting authority

### Torbay Council

- Public Procurement Organisation Number: PXLG-3144-TYMJ

Town Hall

Torquay

TQ1 3DR

United Kingdom

Contact name: Clare Farquhar

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Region: UKK42 - Torbay

Organisation type: Public authority - sub-central government