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Tender

Hinchley Wood Learning Partnership ~ Catering Tender

Hinchley Wood Learning Partnership

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

Notice identifier: 2025/S 000-079947

Procurement identifier (OCID): ocds-h6vhtk-05ef37

Published 4 December 2025, 7:05pm

Scope

Description

Thames Ditton Junior School (TDJS) is a Junior school in Thames Ditton, Surrey, with children in Years 3, 4, 5 and 6. In 2022 the school became an academy and joined as the third school in the Hinchley Wood Learning Partnership. The school will be moving from three to two forms of entry from September 2026. The kitchen was recently refurbished and includes a Rational combi oven.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the current 360 students on roll and 55 teaching and support staff, with a focus on exciting new food concepts to satisfy a wide range of pupil tastes and dietary requirements. The school would like potential contractors to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for three years in duration from September 2026 to August 2029 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the school a guaranteed return / cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with Thames Ditton Junior School for the duration of this contract.

The 2026/27 school year is based on a calendar of 38 weeks (due to a two-week October

half-term). <https://www.tdjs.org/61/term-dates>

INSET days are to be confirmed but typically there are four days are to be used for staff professional development, with one or two right at the beginning of September.

The contract offered covers the scope for the provision of lunchtime catering services within the school. Free School meals will be charged based on consumption.

Whilst the School prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

The catering profile of the student body is as follows and offers a good opportunity to increase the daily number of catered lunches:

Catered Lunches during the week: 175 – 196

Packed lunches during the week: 164 – 185

Free school meal students: 17

The value of the current contract is: -

2024/ 2025

Total ££79,726.00

TDJS expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, with fresh, seasonal, locally sourced ingredients being prepared on-site. The school expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of Every Child Matters.

As a school who are continually seeking ways to improve and develop the ethos and environment for students and staff, to give them the facilities they deserve and need to meet the challenges of the 21st Century, any consideration regarding inward capital investment as part of the Contractor's tender submission would be welcomed. The school would like the Contractor to look at making this investment within the existing kitchen area.

Please be advised that this contract will be let on a 3 + 2 Year contract

Please see PSQ document for more information.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://litmustms.co.uk/tenders/UK-UK-Esher:-School-catering-services./QY682TU62S>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/QY682TU62S>

Total value (estimated)

- £398,630 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2026 to 31 August 2029
- Possible extension to 31 August 2031
- 5 years

Description of possible extension:

3+2

See PSQ Document for more information.

Main procurement category

Services

CPV classifications

- 55524000 - School catering services

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

2 January 2026, 12:00pm

Submission type

Tenders

Tender submission deadline

6 March 2026, 12:00pm

Submission address and any special instructions

<https://litmustms.co.uk/respond/QY682TU62S>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

11 May 2026

Award criteria

Name	Type	Weighting
Criterion 1	Quality	70%
Criterion 2	Price	30%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

Please see PSQ document for more information.

Contracting authority

Hinchley Wood Learning Partnership

- Public Procurement Organisation Number: PMLG-1689-JBXG

Hinchley Wood School, Claygate Lane, Hinchley Wood

Esher

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United Kingdom

Telephone: 01276 673896

Email: tenders@litmuspartnership.co.uk

Region: UKJ25 - West Surrey

Organisation type: Public authority - sub-central government

