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Tender

## **Surrey Primary Cluster 2a Catering Tender**

St Lawrence CofE (Aided) Junior School (RM&C)

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

Notice identifier: 2025/S 000-086102

Procurement identifier (OCID): ocds-h6vhtk-05fd34

Published 24 December 2025, 11:19am

### **Scope**

### **Reference**

RMandC/2025/SPC2/517

### **Description**

This cluster of Surrey schools are putting their catering contracts out to tender with a contract start date of September 2026 (TBC). There are 13 schools in this cluster and they are a mix of primary/junior/infant schools. You will be bidding for the schools as individual Lots and the schools will be able to select their preferred company from the companies shortlisted to make presentations.

### **Total value (estimated)**

- £13 excluding VAT
- £13 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:

Renewal possible after 3 years subject to satisfactory performance.

### **Main procurement category**

Services

### **CPV classifications**

- 55524000 - School catering services

### **Contract locations**

- UKJ25 - West Surrey

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**Lot 1. St Lawrence CofE (Aided) Junior School**

## **Description**

This school is located in East Molesey with a roll of 310 pupils.

## **Lot value (estimated)**

- £1 excluding VAT
- £1 including VAT

## **Same for all lots**

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

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## **Lot 2. Burhill Primary School**

### **Description**

This school is located in Hersham and has a roll of 500 pupils

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 3. Claygate Primary School**

### **Description**

This school is located in Claygate, KT10 0ND with a roll of 402 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 4. Grovelands Primary School**

### **Description**

This school is located in Walton on Thames with a roll of 483 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 5. Long Ditton Federation**

### **Description**

The Long Ditton Federation consists of Long Ditton St Mary's Junior School and Long Ditton Infant and Nursery School. No food is cooked at the Infant School, is provided by the Junior School.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 6. Ongar Place School**

### **Description**

The school is located in Addlestone with a roll of 201 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 7. Riverview CofE Primary and Nursery School**

### **Description**

The school is located in Ewell, Epsom with a roll of 157 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 8. St Nicolas CofE Primary School**

### **Description**

The school is located in Shepperton with a roll of 537 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 9. Step gates Community School**

### **Description**

This school is located in Chertsey with a roll of 275 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 10. Thames Ditton Infant School**

## Description

This school is located in Thames Ditton with a roll of 196 pupils.

## Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

## Same for all lots

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

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## Lot 11. The Orchard Infant School

### Description

This school is located in East Molesey with a roll of 250 pupils.

### Lot value (estimated)

- £1 excluding VAT
- £1 including VAT

### Same for all lots

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

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## **Lot 12. The Royal Kent School**

### **Description**

This is a primary school located in Oxshott with a roll of 208 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Lot 13. Wallace Fields Junior School**

### **Description**

This school is located in Epsom with a roll of 272 pupils.

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

- £1 excluding VAT
- £1 including VAT

### **Same for all lots**

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

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## **Participation**

### **Particular suitability**

**Lot 1. St Lawrence CofE (Aided) Junior School**

**Lot 2. Burhill Primary School**

**Lot 3. Claygate Primary School**

**Lot 4. Grovelands Primary School**

**Lot 5. Long Ditton Federation**

**Lot 6. Ongar Place School**

**Lot 7. Riverview CofE Primary and Nursery School**

**Lot 8. St Nicolas CofE Primary School**

**Lot 9. Stepgates Community School**

**Lot 10. Thames Ditton Infant School**

**Lot 11. The Orchard Infant School**

**Lot 12. The Royal Kent School**

**Lot 13. Wallace Fields Junior School**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

6 February 2026, 1:00pm

### **Submission type**

Requests to participate

### **Deadline for requests to participate**

6 February 2026, 1:00pm

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

Follow instructions in the Part 1 Document. Please email your Part 2 Response to all the Schools and RM&C Consultants Ltd as detailed in the Part 1 Document. Alternatively you can submit your completed SQ Part 2 response via the mytenders portal <https://www.mytenders.co.uk>. Please do not embed your documents into the Part 2 document, provide your additional documents / policies as attachments.

### **Tenders may be submitted electronically**

Yes

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

English

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

18 May 2026

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## Award criteria

Name	Description	Type
Scoring Example	You will need to complete the SQ Part 2 document and use the Scoring Example to see what you will score.	Quality

## Weighting description

Please complete the SQ Part 2 document and use the Scoring Example to see what you will score.

## Other information

### Conflicts assessment prepared/revised

Yes

## Procedure

### Procedure type

Competitive flexible procedure

### Competitive flexible procedure description

The first stage is the SQ's will be scored against the advertised template and the Schools

will invite up to five companies achieving the pass mark for interview (you may achieve the pass mark but not be selected for the ITT stage), provided at least five suitable companies achieve the pass mark.

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## **Contracting authority**

### **St Lawrence CofE (Aided) Junior School (RM&C)**

- Public Procurement Organisation Number: PNQW-2232-BPJD

Church Road

East Molesey

KT8 9DR

United Kingdom

Email: [admin@stlawrence-junior.surrey.sch.uk](mailto:admin@stlawrence-junior.surrey.sch.uk)

Region: UKJ25 - West Surrey

Organisation type: Public authority - sub-central government

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## **Other organisation**

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

## **RM&C Consultants Ltd**

Summary of their role in this procurement: Management Consultants in providing tender management to schools/trusts.

- Companies House: 04208069

Suthernwood View, Woodcote Road

Reading

RG8 0JJ

United Kingdom

Contact name: Sue Allen

Telephone: +44 7939599571

Email: [Sue.allen@rmandcconsultants.co.uk](mailto:Sue.allen@rmandcconsultants.co.uk)

Website: <http://www.rmandcconsultants.co.uk>

Region: UKJ14 - Oxfordshire

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## **Contact organisation**

Contact St Lawrence CofE (Aided) Junior School (RM&C) for any enquiries.