

**United Kingdom-Kidderminster: School catering services**

OJ S 23/2017 02/02/2017

**Contract notice****Services****Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Holy Trinity School

Postal address: Birmingham Road

Town: Kidderminster

NUTS code: UKG12 Worcestershire

Postal code: DY10 2BY

Country: United Kingdom

Contact person: The Litmus Partnership Ltd

E-mail: [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk)

Telephone: +44 1276-673880

**Internet address(es):**Main address: <http://www.htsfreeschool.co.uk/>**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [https://www.litmuspartnership.co.uk/project/holy\\_trinity\\_school](https://www.litmuspartnership.co.uk/project/holy_trinity_school)

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Education

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Holy Trinity School — Tender for Catering Services.

**II.1.2. Main CPV code**

55524000 School catering services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The successful Supplier will be required to provide catering services for Holy Trinity School (the Client).

The contract will commence on 1.8.2017 for a period of three years, concluding on 31.7.2020, with the option to extend for a further term of up to three years and will be offered on a guaranteed performance basis.

Turnover of the catering service in 2015/16 was circa 117 000 GBP.

In September 2014, Holy Trinity became a Free School. A Free School in England is an independent, state-funded school which is free to attend but which is not controlled by the Local Authority. The school is governed by the Holy Trinity Academy Trust, a non-profit charitable trust that signed a funding agreement with the Secretary of State.

#### **II.1.5. Estimated total value**

Value excluding VAT: 700 000,00 GBP

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.3. Place of performance**

NUTS code: UKG12 Worcestershire

Main site or place of performance: Holy Trinity School. Kidderminster. Worcestershire. United Kingdom.

#### **II.2.4. Description of the procurement**

Holy Trinity are an all-age school, from age 4 to age 18, on the same site. Children who enter at age 4 will be able to continue, if they and their parents wish, until their school education ends at age 18. Adjacent to the school is Little Trinity Nursery, with circa 80 infants aged 2-4 years old.

Holy Trinity is a small school, with a family atmosphere, starting with up to around 470 pupils in September 2014 and rising to a maximum of around 690, when full, in September 2018.

School days and term times are based on those of the current school. These involve slightly longer school days, shorter school terms (180 days a year overall rather than the usual 190), but also a higher number of taught hours overall than most state schools.

The contract covers the scope for the provision of all catering within the school, which currently includes Holy Trinity Nursery, breakfast club, morning break, lunch, limited hospitality and free issue requirements. Free school meals and hospitality will be charged based on consumption and at net food cost.

The Client expects the successful contractor to enable the continued development of catering through the provision of an innovative, healthy food service, prepared on-site. Sufficient 'local presence' is required to ensure effective ongoing management of the contract throughout its term.

The Client intends to focus heavily on healthy, fresh, seasonal, locally sourced produce and sees the catering service as an exciting opportunity to complement the overall uptake, student and parent experience, through the regular introduction of new ingredients, themed and promotional events. The successful contractor will be required to play their part in acting as a catalyst for improvement of the pupil experience.

The Client sees effective use of the school council, daily pupil assemblies, website, twitter account and a regular parent's newsletter, as key in support of dynamic promotional activities to communicate to all interested parties.

The Client invites Suppliers to consider what capital investment they may provide in support of plans to improve the pupil meal experience and reduce school administration, e.g. implementation of a cashless catering system and / or enhancement of food production facilities.

#### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

Value excluding VAT: 700 000,00 GBP

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 01/08/2017 End: 31/07/2023

This contract is subject to renewal: no

#### **II.2.9. Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5 Maximum number: 10 Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

#### **II.2.10. Information about variants**

Variants will be accepted: yes

#### **II.2.11. Information about options**

Options: no

#### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

#### **II.2.14. Additional information**

### **Section III: Legal, economic, financial and technical information**

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#### **III.1. Conditions for participation**

##### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

### **Section IV: Procedure**

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#### **IV.1. Description**

##### **IV.1.1. Type of procedure**

Restricted procedure

##### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

##### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

## **IV.2. Administrative information**

### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 03/03/2017 Local time: 12:00

### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

Date: 24/03/2017

### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.3. Additional information**

Interest in the selection process should be expressed via email only to [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk), clearly stating within this email which contract / notice you are referring to. Please also provide, as a minimum, a contact name, full company postal address and telephone number. The Selection Questionnaire and associated documents can be obtained at: [https://www.litmuspartnership.co.uk/project/holy\\_trinity\\_school](https://www.litmuspartnership.co.uk/project/holy_trinity_school)

The closing date for receipt of the Selection Questionnaire is 3.3.2017 (12:00). Suppliers are required to ensure that documents are obtained and returned to The Litmus Partnership Limited, by email to [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk), by the above closing date and time.

Documents in respect of economic / financial standing (where indicated in the Selection Questionnaire) shall be returned to The Litmus Partnership Limited, by email to [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk), by the above closing date and time.

It will be the Supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this Contract Notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

### **VI.4. Procedures for review**

#### **VI.4.1. Review body**

Official name: Holy Trinity School

Town: Kidderminster

Country: United Kingdom

#### **VI.4.2. Body responsible for mediation procedures**

Official name: Holy Trinity School

Town: Kidderminster

Country: United Kingdom

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: Holy Trinity School

Town: Kidderminster

Country: United Kingdom

**VI.5. Date of dispatch of this notice**

31/01/2017