

United Kingdom-Sevenoaks: Catering services
OJ S 128/2015 07/07/2015
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: West Kent Housing Association

Postal address: 101 London Road

Town: Sevenoaks

Postal code: Kent

Country: United Kingdom

For the attention of: Alex Mash

E-mail: alexander.mash@wkha.org.uk

Internet address(es):

General address of the contracting authority: www.westkent.org

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

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

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Housing and community amenities

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Catering Services Contracts.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 17: Hotel and restaurant services

NUTS code UKJ4 Kent

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

West Kent wishes to partner with a catering provider(s) who will provide catering services at 2 extra care schemes. The catering provider(s) will provide a nutritional standard lunchtime 3 course meal, including a vitamin enriched drink and tea or coffee, seven days a week, all year round inclusive of all weekends and Bank Holidays.

Extra care housing is accommodation designed with the needs of vulnerable, older people in mind, generally over age 55, who wish to live independently, but are unable to do everything for themselves and therefore with varying levels of care and support available on site. People who live in extra care accommodation have their own self contained homes, their own front doors and a legal right to occupy the property.

These properties are owned by West Kent and residents all rent their homes from West Kent in the form of a tenancy agreement. Communal facilities are provided at these schemes, including a resident's lounge, laundry and a dining room. Residents pay a weekly rent to occupy these properties and also a service charge to cover communal facilities and services. Emerald is the West Kent Housing Association brand for all accommodation that we provide for the over 55's.

The meal service at these schemes is an integral part of the offer to support residents to live independently for as long as possible and is open to everyone living in the scheme, in addition to guest of tenants and West Kent.

There will be two Contracts — 1 for each Lot. Each Lot will cover one scheme. Applicants may bid for 1 or both Lots.

Under the Contracts, the successful catering provider(s) will be responsible for all aspects of the catering service including food procurement, menu planning, order taking, marketing, staff recruitment and training.

Further details of each of the two Lots are set out in Annex B of this Notice and in the Pre-Qualification Questionnaire (PQQ).

It is envisaged that the Lot 1 and Lot 2 Contracts will each last for an initial period of 5 years, with an option to extend for a further 5 years at West Kent's discretion, giving a total potential term of 10 years.

II.1.6. CPV code(s)

55520000 Catering services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The total combined value of the services to be carried out under the Lot 1 and Lot 2 Contracts is estimated to be approximately 239 000 GBP per annum, giving a total value of approximately 2 339 000 GBP over the potential 10 year term.

Estimated value excluding VAT: 2 339 000 GBP

II.2.2. Information about options

Options: yes

Description of options: It is envisaged that the Lot 1 and Lot 2 Contracts will each last for an initial period of 5 years, with an option to extend for a further 5 years at West Kent's discretion, giving a total potential term of 10 years.

II.2.3. Information about renewals

This contract is subject to renewal: no

II.3. Duration of the contract or time limit for completion

Duration in months: 120 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Montgomery Court

1) Short description

Montgomery Court is in Wainscott, Stroud and opened in January 2014 providing accommodation in 62 flat (34 x 2 bed and 28 x 1 bed), currently housing 75 residents. This Contract will continue the current operating model, which as a condition of tenancy all residents take the lunch service 365 days a year and pay a monthly fee for this, which is included in their service charge. Lunch is served between 12:00 and 14:00 and is a 3 course, home cooked meal, plus tea or coffee. There is a choice of two starters, two mains, plus a vegetarian and two deserts, plus a selection of salad, baked potatoes, omelettes and fruit as alternatives. An alternative packed lunch or cold tea is also provided. A breakfast service is also provided on a 'pay as you go basis' or as an alternative to lunch. Residents must choose options by 10:00 on the day of service. The restaurant service is open to guests of tenants and staff of West Kent Housing Association.

For further details of this Lot please refer to the PQQ.

2) CPV code(s)

55520000 Catering services

3) Quantity or scope

The total value of the services to be carried out under this Lot is estimated to be approximately 165,000 GBP per annum, giving a total value of approximately 1,650,000 GBP over the potential 10 year term.

Estimated value excluding VAT: 1 650 000 GBP

4) Indication about different time frame or duration

Duration in months: 120 (from the award of the contract)

5) Additional information about lots

Lot No: 2

Lot title: White Oak Court

1) Short description

White Oak Court, Swanley, opened in 1989 and provides accommodation in 52 flats (2 x 2 beds, 50 x 1 bed), currently housing 57 residents. A lunch service has been provided for residents on a 'pay as you go' basis since 1989. Lunch is booked a week in advance, served 12.00 noon. A breakfast service is also on offer on a 'pay as you go basis' and additional catering provided as required. Under the new contract, this service will continue for all existing residents, however all existing and new residents will have the option to take the lunch service as a condition of tenancy for 312 days a year (44 weeks a year). Residents are not obligated to take either catering option and do not need to use the catering facilities at this scheme. The

restaurant is open to other West Kent Emerald tenants and guests of any residents.
For further details of this Lot please refer to the PQQ.

2) CPV code(s)

55520000 Catering services

3) Quantity or scope

The total value of the services to be carried out under this Lot is estimated to be approximately 74 000 GBP per annum, giving a total value of approximately 740 000 GBP over the potential 10 year term.

Estimated value excluding VAT: 740 000 GBP

4) Indication about different time frame or duration

Duration in months: 120 (from the award of the contract)

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Parent company guarantees, performance bonds, warranties and/or deposits may be required.

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

To be included in the contract documentation.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

In the event of a group of providers submitting an acceptable offer it will be necessary to provide an undertaking that each company will be jointly and severally responsible for the due performance of the Contract.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: As set out in the PQQ.

III.2.2. Economic and financial ability

List and brief description of conditions: As set out in the PQQ.

Minimum level(s) of standards possibly required: Please refer to the PQQ referred to above.

III.2.3. Technical and professional ability

List and brief description of conditions:

As set out in the PQQ.

Minimum level(s) of standards possibly required:

Please refer to the PQQ referred to above.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 5: and Maximum number 10

Objective criteria for choosing the limited number of candidates: As set out in the PQQ

Applicants should note that the numbers stated above are the minimum and maximum number of Applicants that West Kent intends to invite to tender for each Lot.

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

Catering Services Contracts

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

23.7.2015 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6.

Languages in which tenders or requests to participate may be submitted
English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

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

VI.3. Additional information

A copy of the PQQ and tender documents for this procurement can be obtained by sending an email to: alexander.mash@wkha.org.uk titled 'Catering Services Contracts'

In accordance with the requirements of the Public Contracts Regulations 2015, the PQQ and the tender documents are being made available to Applicants from the date of issue of this OJEU Notice. However, interested Applicants are initially only required to submit a completed PQQ by the deadline stated in section IV.3.4 of this Notice. Only those Applicants that are shortlisted for the tender stage following the PQQ evaluation will be required to submit a tender for the Contracts in response to the Invitation to Tender (ITT)

West Kent reserves the right to cancel the procurement and not to proceed with all or part of the Contracts.

West Kent will not, under any circumstances, reimburse any expense incurred by Applicants in preparing their PQQ or tender submissions.

VI.4. Procedures for review

VI.4.1. Review body

Official name: High Court

Body responsible for mediation procedures

Official name: High Court

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: In accordance with Part 3 of the Public Contracts Regulations 2015.

VI.4.3. Service from which information about the review procedure may be obtained

Official name: Cabinet Office

VI.5. Date of dispatch of this notice

2.7.2015