

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

OJ S 145/2015 30/07/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: King Henry VIII Comprehensive School

Postal address: Old Hereford Road

Town: Abergavenny

Postal code: NP7 6EP

Country: United Kingdom

For the attention of: The Litmus Partnership Ltd

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

Telephone: +44 1276673880

**Internet address(es):**General address of the contracting authority: <http://www.kinghenryviiiischool.org.uk/>Electronic access to information: [http://www.litmuspartnership.co.uk/project](http://www.litmuspartnership.co.uk/project/king_henry_viii_comprehensive_school)[/king\\_henry\\_viii\\_comprehensive\\_school](http://www.litmuspartnership.co.uk/project/king_henry_viii_comprehensive_school)**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**

Education

**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**

King Henry VIII Comprehensive School — Catering Services.

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

Services

Service category No 17: Hotel and restaurant services

Main site or place of performance: King Henry VIII Comprehensive School, Abergavenny, Monmouthshire, United Kingdom.

NUTS code UKL21 Monmouthshire and Newport

### **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)**

The successful tenderer will be required to provide catering services at King Henry VIII Comprehensive School.

The duration of the contract being offered is (three) 3 years commencing on 1.8.2016 and concluding on 31.7.2019.

### **II.1.6. CPV code(s)**

55524000 School 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: no

### **II.1.9. Information about variants**

Variants will be accepted: yes

## **II.2. Scope of the procurement**

### **II.2.1. Total quantity or scope**

The contract covers the scope for the provision of all catering and vending services within the School, which also includes all hospitality and free issue requirements.

The contract being offered within this tender will be based on a guaranteed performance basis with all free issue requirements and hospitality being recharged on consumption at 'net' food cost only.

It is expected that the contract will continue to run on a nil cost or profit return with no subsidy ~ there is no subsidy associated with the contract.

The School are looking for the successful tenderer to provide inward capital investment to refresh and rejuvenate the catering facilities, and to also launch the new catering facilities within the new school.

The quality of food provision will be critical and your organisation must be flexible enough to source bakery, meat, fruit and vegetables and dairy products through local suppliers based in Wales, which shall be no more than 20 miles from the School. It is expected that menus will feature and utilise products in season when available. All menus and the whole catering provision shall be compliant with the requirements of A4L.

Customer engagement will be fundamental to the continuous improvement in the service provision and within your tender response your methodology to this will need to be detailed, along with examples of where this has been undertaken within similar contracts recently.

The successful contractor should have similar operations within the local area, thus ensuring that the Operational Management Team responsible for the contract are available for regular unplanned visits and support for the contract, and that coverage for any planned or unplanned leave from within the establishment staffing structure can be easily provided.

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Start 1.8.2016. Completion 31.7.2019

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

---

### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

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

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

#### **III.1.4. Contract performance conditions**

### **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: Tenderers will be required to complete and submit a pre-qualification questionnaire and associated documentation to The Litmus Partnership Limited.

Minimum standards for participation are stated in the Pre-Qualification Questionnaire.

Failure to achieve a pass in any of the minimum standards may result in your exclusion from any further part in this process.

Grounds for mandatory and discretionary exclusion — questions are stated in the Pre-Qualification Questionnaire.

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: Tenderers will be required to complete and submit a pre-qualification questionnaire and associated documentation to The Litmus Partnership Limited.

Minimum standards for participation are stated in the Pre-Qualification Questionnaire.

Failure to achieve a pass in any of the minimum standards may result in your exclusion from any further part in this process.

Minimum level(s) of standards possibly required: Economic and financial standing —

Tenderers are required to have a minimum annual turnover of 250 000 GBP (two hundred and fifty thousand pounds sterling).

Suppliers must be financially fluid and currently trading.

They must not be recorded at Companies House as having any negative action / event (dissolved, removed, in liquidation, etc,) that calls into question their financial / corporate standing. Such action / event will be deemed to be a failure to meet minimum standards of economic and financial standing. Additionally, suppliers must provide suitable evidence in the form of the last full year of accounts (audited and accompanied by auditors' confirmation where they are above the statutory threshold for providing audited accounts, or certified by their bank if they are below the statutory audit threshold). Non provision of such evidence to a satisfactory standard will be deemed to be a failure to meet minimum standards of economic and financial standing.

If a business has been recently set up and not audited, annual or endorsed accounts have

been produced, unaudited or management accounts for the (three) 3 months prior to the application must be provided and certified by an independent Chartered Accountant or accompanied by a positive bankers reference for the bidder.

Where information is available to the contracting authority that points to concerns over financial viability, further information may be requested to evidence financial viability and non-availability of, or refusal to provide such evidence, will be deemed to be a failure to meet minimum standards of economic and financial standing.

### **III.2.3. Technical and professional ability**

List and brief description of conditions:

Tenderers will be required to complete and submit a pre-qualification questionnaire and associated documentation to The Litmus Partnership Limited.

Minimum standards for participation are stated in the Pre-Qualification Questionnaire.

Failure to achieve a pass in any of the minimum standards may result in your exclusion from any further part in this process.

Minimum level(s) of standards possibly required:

Tenderers are required to self-certify whether they already have, or can commit to obtain, prior to the commencement of the contract, the minimum levels of insurance cover of:

— Employers Liability Cover — 5 000 000 GBP (five million pounds sterling).

— Public Liability Cover — 5 000 000 GBP (five million pounds sterling).

— Professional Indemnity Cover — 1 000 000 GBP (one million pounds sterling).

Other questions as indicated in the Pre-Qualification Questionnaire shall be assessed and scored as per the stated criteria.

### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

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

## **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: 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.

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

### **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**

**IV.3.2. Previous publication concerning this procedure**

**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**

11.9.2015 - 12:00

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

20.11.2015

**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**

**Section VI: Complementary information**

---

**VI.1. Information about recurrence**

**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**

Interest in the pre-qualification 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 pre-qualification questionnaire and associated documents can be obtained at :

[http://www.litmuspartnership.co.uk/project/king\\_henry\\_viii\\_comprehensive\\_school](http://www.litmuspartnership.co.uk/project/king_henry_viii_comprehensive_school)

The closing date for receipt of the Pre-Qualification Questionnaire is 12:00, 11.9.2015.

Tenderers 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 Pre-Qualification 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 Tender'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 OJEU 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**

##### **VI.4.2. Review procedure**

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

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

26.7.2015