

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

**OJ S 182/2016 21/09/2016**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Ellis Guilford School

Postal address: Bar Lane, Basford

Town: Nottingham

NUTS code: UKF14 Nottingham

Postal code: NG6 0HT

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.ellisguilfordschool.co.uk>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [http://www.litmuspartnership.co.uk/project/ellis\\_guilford\\_school](http://www.litmuspartnership.co.uk/project/ellis_guilford_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

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**Section II: Object**

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

**II.1.1. Title**

Ellis Guilford 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**

Ellis Guilford School in Nottingham, is an inclusive School with a diverse range of students and staff, who benefit from a superb 'state of the art' building which opened in September 2012, providing excellent learning facilities for students.

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 1 350 students on roll and 150 teaching and support staff, all of whom have a focus on the introduction of exciting new food concepts to satisfy a wide range of Secondary Student tastes and dietary requirements. The School would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

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

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

This contract is divided into lots: no

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

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

NUTS code: UKF14 Nottingham

Main site or place of performance: Ellis Guilford School Nottingham UNITED KINGDOM.

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

The contract being tendered is for three years in duration from 1.8.2017 until 31.7.2020 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed cost per annum for the provision of catering services. Sovereignty of the cash tariff is to remain with Ellis Guilford School for the duration of this contract.

The School year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days.

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

The value of the current contract, from August 2016 — July 2017 was circa:

Cash sales: 172 500 GBP

Free School Meal / Client Issue Sales: 65 000 GBP

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.

Ellis Guilford School 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 Keeping Children Safe in Education.

The School believes that success should be celebrated and that pupils should enjoy their time at school; if lessons are stimulating and challenging then students will love learning. Much time therefore, is spent reviewing and planning schemes of work to ensure that they are differentiated to meet the needs of all students. As a result, the School are very enthusiastic regarding work experience and apprenticeship proposals and would welcome the input of the successful Contractor.

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 wish for the Contractor to look at making this investment within the existing dining area, with attention being given to the further upgrade of the current cashless system if necessary, counter layout and furnishings and the implementation of a procedure that would assist in producing a reduction of current queuing times.

The School's objectives:

- To further increase the standards of fresh food provision.
- To further increase the standard of service for all customers.
- To receive a consistently high quality catering provision.
- To generate a further improved dining environment for all students.
- To receive proactive management support for the catering team, in order to retain a full complement of motivated staff.
- To hold regular review meetings with the successful contractor.
- To achieve overall value for money.

#### **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**

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

Start: 01/08/2017 End: 31/07/2020

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: 04/11/2016

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

Date: 16/12/2016

#### 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 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/ellis\\_guilford\\_school](http://www.litmuspartnership.co.uk/project/ellis_guilford_school)

The closing date for receipt of the Pre-Qualification Questionnaire is 4.11.2016 (12:00).

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 Tenderer'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**

Official name: Ellis Guilford School

Town: Nottingham

Country: United Kingdom

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

Official name: Ellis Guilford School

Town: Nottingham

Country: United Kingdom

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

Official name: Ellis Guilford School

Town: Nottingham

Country: United Kingdom

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

16/09/2016