

**United Kingdom-London: Catering services**

**OJ S 242/2017 16/12/2017**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Department for the Environment, Food and Rural Affairs

Postal address: Nobel House, 17 Smith Square

Town: London

NUTS code: UK United Kingdom

Postal code: SW1P 3JR

Country: United Kingdom

E-mail: [catering.procurement@defra.gsi.gov.uk](mailto:catering.procurement@defra.gsi.gov.uk)

Telephone: +44 0000000

**Internet address(es):**

Main address: <https://www.gov.uk/government/organisations/environment-agency>

Address of the buyer profile: <https://defra.bravosolution.co.uk>

**I.3. Communication**

Access to the procurement documents is restricted. Further information can be obtained at:

<https://www.gov.uk/government/organisations/environment-agency>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://defra.bravosolution.co.uk>

[bravosolution.co.uk](https://defra.bravosolution.co.uk)

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

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

National or federal agency/office

**I.5. Main activity**

Environment

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**Section II: Object**

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

**II.1.1. Title**

Contract for the provision of Catering and Hospitality Services to Defra and the Environment

Agency

Reference number: 24235

**II.1.2. Main CPV code**

55520000 Catering services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

The Department for Environment Food and Rural Affairs (Defra) and the Environment Agency (EA), respectively the Authority, are seeking a single supplier to deliver catering services for 3 years with the option at the discretion of the Authority to extend for a further 1 + 1 years, including hospitality for onsite meetings and events across the Authority's estate. The scope of the service is for 16 units, including 6 catering units operating out of Defra sites across England and ten catering units operating out of EA sites across England. Defra and the Environment Agency intend to be joint signatories to the contract.

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

Value excluding VAT: 1 080 000,00 GBP

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

This contract is divided into lots: no

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

#### **II.2.2. Additional CPV code(s)**

55510000 Canteen services, 55511000 Canteen and other restricted-clientele cafeteria services, 55512000 Canteen management services

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

NUTS code: UK United Kingdom

Main site or place of performance: As detailed in the procurement documents. Nationwide - 6 Defra sites, 10 Environment Agency sites.

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

The Department for Environment Food and Rural Affairs (Defra) and the Environment Agency (EA), respectively the Authority, are seeking a single supplier to deliver catering services for 3 years with the option at the discretion of the Authority to extend for a further one plus one years, including hospitality for onsite meetings and events across the Authority's estate. The scope of the service is for 16 units, including 6 catering units operating out of Defra sites across England and 10 catering units operation out of EA sites across England. This may be subject to change due to the estates strategy, please see individual location details below for more information. Defra and the Environment Agency intend to be joint signatories to the contract.

The Authority is under pressure to deliver value for money in all its services, as such the services are to be procured on a Nil Subsidy (Nil Cost Catering) basis, with the supplier taking responsibility for all risks including profit/loss, stock and cash control. Due to the proposed contract being Nil Subsidy, the successful Supplier will be given a degree of freedom to innovate with the product offer, however, the Supplier must ensure compliance with the Authority's policies on sustainability in terms of products and packaging, Government Buying Standards for Food and Catering and health, safety and food hygiene legislation.

To deliver this service the Authority is looking for a supplier who will be proactive and flexible in its approach to the catering contract. The supplier will need to work in partnership with the Authority to strive for continuous improvement in all areas of the contract, including reducing costs, working towards high standards and being a leader in the best practice non mandatory government buying standards for food and catering, driving sustainability issues forward and being at the forefront of an ethically and environmentally sourced catering service.

The Authority are heavily invested in sustainable procurement, which extends to produce/food. Defra lead across government on government buying standards for food, therefore the catering services contract will have a strong focus on sustainable food and the supplier must ensure the supply chain reflects this.

The value stated within this contract notice is for the hospitality element of the service only, which is anticipated to be in the region of 360 000 GBP p/a. The catering element of the service is managed as a concession contract, and is anticipated to have a turnover of 1 500 000 GBP p/a.

Due to the CPV codes for this procurement appearing the Schedule 3 of the Public Contract Regulations 2015, this procurement is subject to the light touch regime regulations.

For access to the tender documentation, please email [catering.procurement@defra.gsi.gov.uk](mailto:catering.procurement@defra.gsi.gov.uk) to submit a formal expression of interest. Within 24 hours (during the working week) a non disclosure agreement will be sent to those who have requested the documents. On receipt of a signed NDA (electronically via email) access will be provided to the tender documentation and the relevant event in Defra's e-sourcing portal, Bravo.

#### **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: 1 060 000,00 GBP

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

At the Authority's discretion, the contract may be extended by 2 periods of 1 year each (so 3+1+1).

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

Variants will be accepted: no

#### **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.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

If applicable, as detailed in the procurement documents.

##### **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

### **III.2. Conditions related to the contract**

#### **III.2.2. Contract performance conditions**

See tender 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: no

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

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

Date: 15/01/2018 Local time: 12:00

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

Date: 26/02/2018

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

English

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

## **Section VI: Complementary information**

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

This is a recurrent procurement: no

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

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

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

Official name: Defra

Town: London

Country: United Kingdom

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

12/12/2017