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UK-Reading: school catering services

2011/S 72-118422

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S)

Reading Borough Council
Civic Offices
RG1 7AE Reading
UNITED KINGDOM
Tel. +44 1189372945
E-mail: corporate.procurement@reading.gov.uk
Fax +44 1189372278
Internet address(es)

General address of the contracting authority www.reading.gov.uk

Further information can be obtained at:

Reading Borough Council
Education and Children's Services Directorate, Level 11, Civic Offices
Contact: Business Administration
Attn: Colin McIntosh - Head of Business Administration and School Meals
RG1 7AE Reading
UNITED KINGDOM
Tel. +44 1189373607
E-mail: smmp@reading.gov.uk
Fax +44 1189372675

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

Reading Borough Council
Education and Children's Services Directorate, Level 11, Civic Offices
Contact: Business Administration
Attn: Colin McIntosh - Head of Business Administration and School Meals
RG1 7AE Reading
UNITED KINGDOM
Tel. +44 1189373607
E-mail: smmp@reading.gov.uk
Fax +44 1189372675

Tenders or requests to participate must be sent to:

Reading Borough Council
Education and Children's Services Directorate, Level 11, Civic Offices
Contact: Business Administration

Attn: Colin McIntosh - Head of Business Administration and School Meals
RG1 7AE Reading
UNITED KINGDOM
Tel. +44 1189373607
E-mail: smmp@reading.gov.uk
Fax +44 1189372675

I.2) **TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES**

Regional or local authority
General public services
Environment
Housing and community amenities
Social protection
Recreation, culture and religion
Education

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**

Provision of Catering Service for Schools.

II.1.2) **Type of contract and location of works, place of delivery or of performance**

Services

Service category: No 17

NUTS code UKJ11

II.1.3) **The notice involves**

A public contract

II.1.4) **Information on framework agreement**

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

School catering services. School-meal services. School meals. Catering services. Canteen and catering services. Provision of a catering service to approximately 46 schools, comprising of nursery, infant, junior, primary, secondary, academy and specialist schools within the administrative borough boundary of Reading.

II.1.6) **Common procurement vocabulary (CPV)**

55524000, 55523100, 15894210, 55520000, 55500000

II.1.7) **Contract covered by the Government Procurement Agreement (GPA)**

No

II.1.8) **Division into lots**

No

II.1.9) **Variants will be accepted**

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

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

Initially the contract will be for a period of 4 years (48 months), with an option, subject to satisfactory performance and mutual agreement of the parties, to extend the contract by a further 2 periods of 2 years (not exceeding in total 48 months). It is envisaged that the service will commence in August 2012 and it is anticipated that the successful contractor will be appointed by January 2012.

It is difficult to predict the exact value of this contract as the Council's schools portfolio and actual meals uptake is likely to vary over the contract term, however is not expected to exceed 13 500 000 GBP.

Excluding VAT

Range between 6 400 000 and 13 500 000 GBP

II.2.2) **Options**

No

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**

Starting 1.8.2012. Completion 31.7.2016

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

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

Details of deposits and guarantees will be set out in the Invitation to Tender (ITT) documentation.

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

All payments under the contract shall be made in pounds sterling (GBP). Actual method of payment to the contractor will be indicated in the Invitation to Tender (ITT) documentation.

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) **Other particular conditions to which the performance of the contract is subject**

Yes

National Nutritional Standards. Relevant Food Safety and Food Hygiene Standards. NI52. Halal Food Authority Guidance.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if requirements are met: (a) Is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) Is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

(c) Has been convicted by a judgement which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;

(d) Has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;

(e) Has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(f) Has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(g) Is guilty of serious misrepresentation in supplying the information required under this section or has not supplied such information;

(h) Has been the subject of a conviction for participation in a criminal organisation as defined in Article 2(1) of Council Joint Action 98/733/JHA;

(i) Has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;

(j) Has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;

(k) Has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering. Evidence of economic and financial standing and technical competence will be required as defined in the Pre-Qualification Questionnaire (PQQ).

III.2.2) **Economic and financial capacity**

Information and formalities necessary for evaluating if requirements are met: Evidence of economic and financial standing and technical competence will be required as defined in the Pre-Qualification Questionnaire (PQQ).

Minimum level(s) of standards possibly required As detailed in the Pre-Qualification Questionnaire (PQQ).

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if requirements are met:

Evidence of economic and financial standing and technical competence will be required as defined in the Pre-Qualification Questionnaire (PQQ).

Minimum level(s) of standards possibly required

As detailed in the Pre-Qualification Questionnaire (PQQ).

III.2.4) **Reserved contracts**

No

III.3) **CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

III.3.1) **Execution of the service is reserved to a particular profession**

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service**

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure**

Restricted

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate**

Envisaged minimum number 5 maximum number 8

Objective criteria for choosing the limited number of candidates: Evidence of economic and financial standing and technical competence will be required as defined in Pre-Qualification Questionnaire (PQQ). There will be some pass/fail criteria contained within the PQQ. Candidates who do not demonstrate compliance with any of the pass/fail criteria will be excluded from the procurement exercise. Based on selection criteria which will be contained in the PQQ, the Contracting Authority will select up to a maximum of 8 prospective contractors who will be taken through to the Invitation to Tender (ITT) stage.

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) **An electronic auction will be used**

No

IV.3) **ADMINISTRATIVE INFORMATION**

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

Contract No. SC090

IV.3.2) **Previous publication(s) concerning the same contract**

Prior information notice

Notice number in OJ: [2010/S 189-288967](#) of 29.9.2010

IV.3.3) **Conditions for obtaining specifications and additional documents**

Time limit for receipt of requests for documents or for accessing documents 9.5.2011 - 17:00

Payable documents No

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

17.5.2011 - 12:00

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**

20.6.2011

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**

English.

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

IV.3.8) **Conditions for opening tenders**

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT**

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

No

VI.3) **ADDITIONAL INFORMATION**

Contractors should be aware that the Transfer of Undertaking (protection of employment) Regulations (TUPE) may apply to this contract.

The values shown in this notice include the estimated value of the 48 month extension.

This contracting opportunity is being advertised on a voluntary basis as the subject of the contract is considered to be services that fall within the scope of Category 17 which is a Part B Service category as listed in Schedule 3 of the Public Contracts Regulations 2006 as amended by the Public Contracts (Amendment) Regulations 2009. The contracting authority does not bind itself to enter into any contract as a result of the publication of this notice and will not, under any circumstances, have any liability for any costs any person responding to this notice incurs in any part of the tender process. Contractors wishing to be considered for this tendering opportunity must request and complete a pre-qualification questionnaire (PQQ). The deadline for requesting the PQQ document is stipulated at Section IV.3.3. The PQQ is designed to furnish the Council with the information and formalities necessary for an appraisal of the minimum standards of economic and financial standing, ability and technical capacity required by the Contractor and will be used as part of the selection process by which prospective tenderers will be short-listed. The PQQ is available on written request to the Request to Participate address given in I1.3 of this contract notice. The PQQ, which must be completed and returned in hard copy with the requested supporting documents, should be returned to the Request to Participate address given in I1.3 of this notice. The deadline for return of the PQQ is stipulated at Section IV.3.4. GO Reference: GO-201148-PRO-2292085.

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures**

Reading Borough Council
Civic Offices
RG1 7AE Reading
UNITED KINGDOM
E-mail: colin.mcintosh@reading.gov.uk
Tel. +44 1189373607
Fax +44 1189372675

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: In accordance with Regulation 32 (information about contract award procedures and the application of standstill period prior to contract award) and Regulation 47 (enforcement of obligations) of the United Kingdom's Public Contracts Regulations 2006 as amended by the Public Contracts (Amendment) Regulations 2009.

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

8.4.2011