

Invitation to tender

This document

This document contains important information on how you can tender for this opportunity. Please read it fully and use it when preparing your tender.

About us

Forestry England is the largest land manager in England and custodian of the nation's public forests. Our mission is to connect everyone with the nation's forests by creating and caring for forests for people to enjoy, wildlife to flourish and businesses to grow.

We support the Forestry England, the non-ministerial department responsible for protecting, expanding and promoting the sustainable management of forests and woodlands in England, and work with Forest Research.

More information is available on our website at www.forestryengland.uk.

What we need

We will be awarding a permission for catering concession rights for the Longdale Lane car park at Blidworth Wood.

Our intention is to award this permission for a period of 1 year.

There will be an option to extend the permission by up to a further 4 years (5 years in total) subject to both parties being in agreement.

The decision on whether to use the extension option available will be at our discretion and we will base it on the performance of the first year on the permission.

The following information is intended to help applicants but the Forestry England will not accept any responsibility for opinions given nor for any errors, mis-descriptions or change of circumstances that may occur. Applicants will be expected to make their own assessments of the concession potential of the area and submit bids accordingly. In doing so they should bear in mind the effects of any forestry operations, severe weather, events and other permissions.

Longdale Lane car park at Blidworth Wood serves one of the busiest woodlands open to the public in Nottinghamshire with annual visitor numbers estimated as 300,000 a year. The woodland is popular with walkers, horse riding, cyclists and recreational events such as endurance horse rides. The use of Blidworth Wood is a combination of local residents from the Mansfield, Kirkby and Ravenshead area, as well as business representatives. Past traffic counters show that daily use is very consistent throughout the week with a slight peak in the afternoons and more visitors at the weekends. Seasonal variations are small, and largely weather related, although harvesting operations in the woodland and the associated timber haulage can affect the public use and may require closure of the car

park for operational reasons. There will be operations planned for 2024 targeted for the Spring/Summer period.

There has been a catering concession on this site for over twenty five years serving the well-established customer base over a minimum of 5 days in the week.

The concession at Blidworth Wood will allow one catering unit to operate from the Forestry England's Longdale Lane car park. The location is marked on the attached map.

The unit must be of a high standard with regards to presentation and must meet all current health and hygiene legislation. An applicant's unit should be available for inspection prior to the issue of any permission and a recent photograph of the unit to be used on site should be included with this submission. Forestry England will carry out regular audits to ensure hygiene criteria are met during the permission period and the operator must be registered with the relevant environmental health department.

The successful applicant will be required to produce proof of Public Liability Insurance of £10 million minimum cover. The successful candidate will also be held responsible for maintaining the car park free of any litter arising from sales.

The tenant will be responsible for any rates and taxes that may be levied on the concession by the appropriate authorities.

The Forestry England reserves the right to close the site during periods of severe weather and to carry out all forestry operations or ancillary work e.g. fencing, tree works, road construction/repairs etc. and the concession holder must accept all risks involved. No claim will be entertained for reduction in visitor numbers or sales or any other reason resulting from the Forestry England's programme of operations in the area or for any other reasons beyond their control.

The Forestry England reserves the right to request the Concessionaire to move to any reasonable location within the carpark zone and to comply with any future restrictions caused by Covid 19.

The Forestry England is keen to encourage high quality and healthy food options as well as locally sourced produce and a sample menu must be included with your bid. We would also encourage the use of reusable or biodegradable food and drink containers. We will work with the successful bidder to promote their concession of the Forestry England website, with photographs and a copy of the menu.

The concession is often the first point of contact for visitors to the woods so we would welcome tenders from people who are willing to work with us to effectively promote the woodland and help us deal quickly and effectively with issues.

The permission will operate for the period of one year but may be extended for a further period (up to a maximum of 4 years) subject to the agreement of the Forestry England.

Note: Tenderers must include details of any areas where they will not be able to comply with these requirements. If your Tender does not meet these requirements we reserve the right to reject it completely.

Important dates

The table below sets out the key dates you should be aware of for this tender. We will keep you updated of any changes to these dates. We reserve the right to cancel or withdraw from the tender process at any stage.

What is happening	When
Closing date for your questions	30 th November 2023
Closing date and time for quote returns	12 th December 2023
Results issued	5 th January 2024
Expected contract start date	12 th January 2024

Your questions

You are encouraged to ask any questions you have about the contract and the tender process. All questions need to be emailed to George Keetley & Byron Wibberley; george.keetley@forestryengland.uk ; byron.wibberley@forestryengland.uk.

Please send your questions by the closing date given in the important dates table above.

We send out the questions we have received and our answers to all those that have been invited to tender. We will not identify who has asked the question. Please clearly mark any commercially sensitive questions that you do not want us to share.

The Permission

The final permission with the successful contractor will be subject to the latest version of our Terms and conditions. The successful contractor's own Terms and conditions will not be accepted.

General instructions

- Your completed bid and all accompanying documents are to be in English
- All prices must be in sterling and **exclusive of VAT**.
- We do not have to accept the highest priced tender, or part, or all of any tender.
- All information supplied to you by the us must be treated in confidence and not disclosed to third parties
- All details of your tender, including prices and rates, must be valid for our acceptance for a period of 30 days.
- Once the permission has been awarded, any additional costs incurred which are not reflected in the tender will not be accepted for payment.

- Offering an inducement of any kind in relation to obtaining this or any other permission with Forestry England will disqualify your tender from being considered and may constitute a criminal offence.

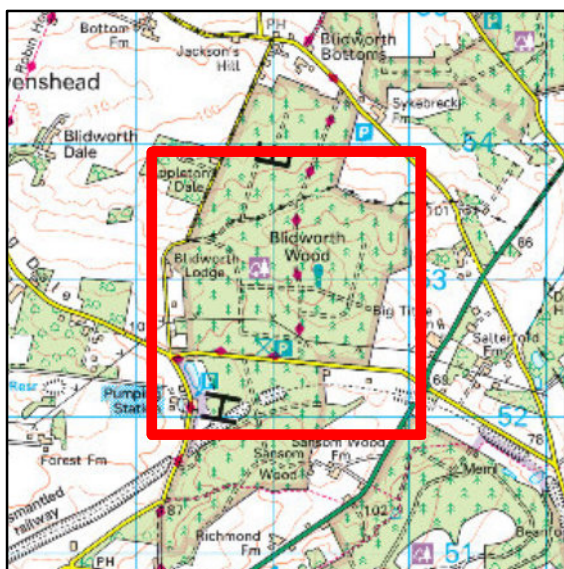
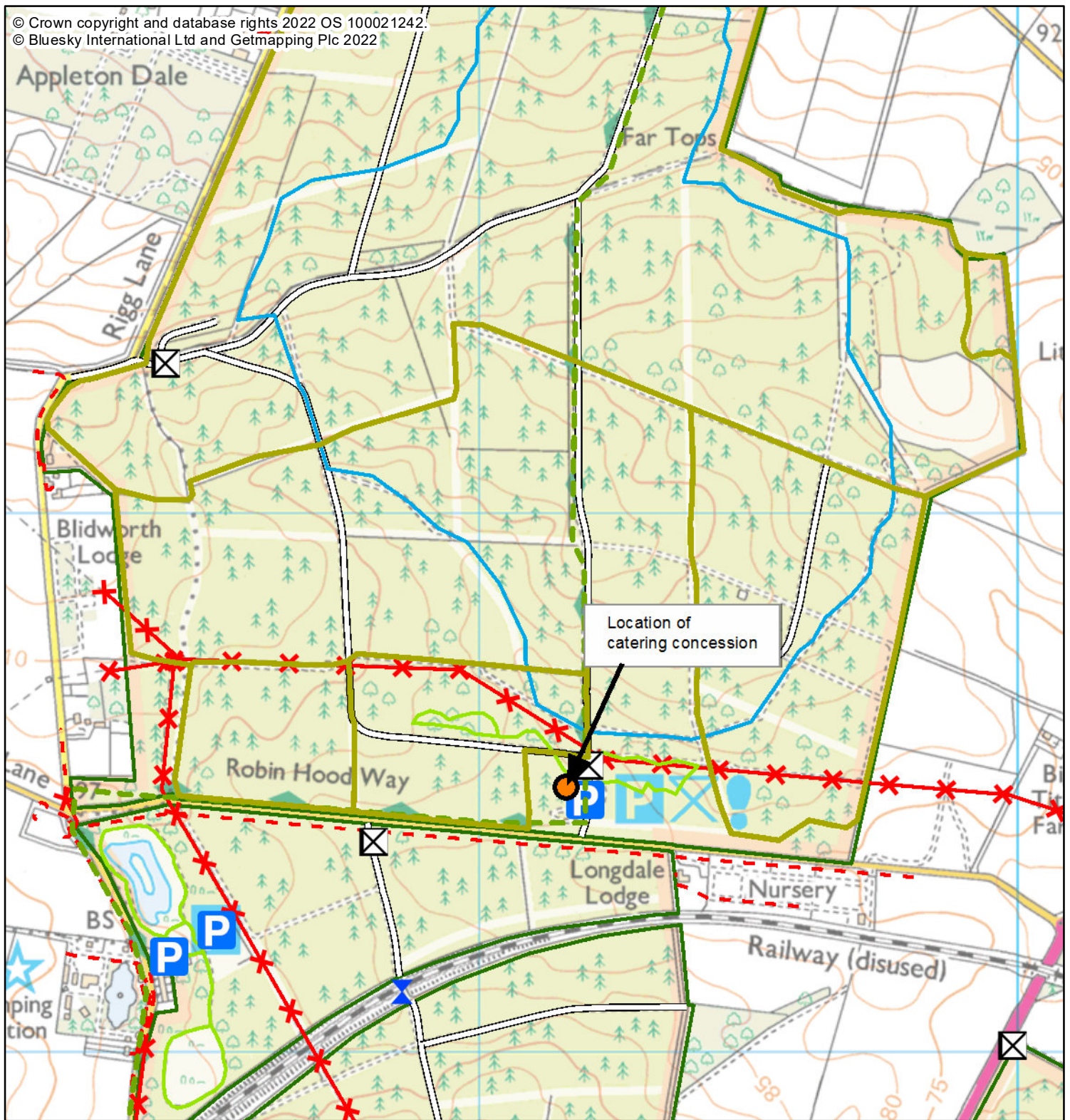
What to send to us and how it will be scored

Send your completed tender to Byron Wibberley; Byron.wibberley@forestryengland.uk

In your tender you must answer the following award questions. How we will score each part your tender is shown in the table below.

Award Questions	Weighting %	Scoring
Do you have any previous experience of providing a catering service in a similar location, and if so can you provide references or recommendations from clients?	15%	<p>0 No response (complete non-compliance) No response or insufficient information provided.</p> <p>1 Unsatisfactory response Answer fails in several significant areas to set out a solution that meets the requirements. Would represent a very high-risk solution.</p> <p>2 Partially acceptable response Answer does not set out a solution that fully meets the requirements. May represent a high-risk solution.</p> <p>3 Satisfactory and acceptable response Answer sets out a solution that largely meets the requirements, with some detail provided to support the solution; minor reservations or weakness in a few areas. Medium, acceptable risk solution.</p> <p>4 Fully satisfactory/very good response answer sets out a robust solution that fully meets the requirements, with full details provided to support the solution. Low/no risk solution.</p> <p>5 Outstanding response Answer sets out a robust solution and, in addition, provides or additional value and/or elements of the solution which exceed the requirements Low/no risk solution.</p>
Can you guarantee that you have adequate staff resources to ensure provision of catering on site for a minimum of 5 days a week (to include weekends)	10%	
Can you give details of the policy you have in sourcing your products locally.	10%	
Can you provide details of the type of healthy options that will be available for consumption.	10%	
Can you describe how you can support visitors from the local community with special regards to vulnerable people.	15%	
Can you indicate on how you would see yourselves working with the Forestry England to promote the woodland and the Forestry England policies.	15%	
Tender Your tender price will be scored.	25%	Bid will be evaluated using the 'standard differential method' - each bidder receives 100% of the available marks less the percentage by which their tender is lower than the highest; with 4 being the maximum score achievable."

Award Questions	Response
Do you have any previous experience of providing a catering service in a similar location, and if so can you provide references or recommendations from clients?	
Can you guarantee that you have adequate staff resources to ensure provision of catering on site for a minimum of 5 days a week (to include at least part of weekends)	
Can you give details of the policy you have in sourcing your products locally.	
Can you provide details of the type of healthy options that will be available for consumption.	
Can you describe how you can support visitors from the local community with special regards to vulnerable people.	
Can you indicate on how you would see yourselves working with the Forestry England to promote the woodland and the Forestry England policies.	
Tender price	<p>£</p> <p>In words</p> <p>.....</p>



Legend

Rec - Equestrian Routes

Rec - Equestrian Routes

Gates/Cattle Grids/Barriers

Public Rights of Way (Eng.)

Public Rights of Way (Eng.)

Rec - Car Parks (Point Symbol)

Car Parks

Rec - Walking

Easy
Easy - All Ability (Scotland Only)
Moderate

Difficult

Strenuous (Scotland Only)

Electricity Powerlines

Overhead powerline
Underground powerline

Culverts

Culverts

Forest Roads

Forest Roads

Blocks

Blocks

Blidworth Catering Concession Valerie Coulton

Scale @ A4: 1:10,000

Date: 08/06/2022

0 0.15 0.3 0.45 km



Forestry England



Forestry England
Forests and woodlands
have been certified in
accordance with the UK
Woodland Assurance
Standard (UKWAS)

