

Mr McMenamin  
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Our Ref: CS0031932

16 March 2020

Dear Mr McMenamin

**Request for Information under the Freedom of Information Act (FOIA) 2000**

Your correspondence dated 20 February 2020 has been considered to be a request for information in accordance with the Freedom of Information Act 2000.

You asked:

*I would like to submit a Freedom of Information Request comprising of the questions below so that we can proficiently anticipate your needs at such time when your catering/FM contract comes to tender.*

*ESS Government services have already successfully provided catering/FM contracts for numerous departments and would welcome the opportunity to take on further government contracts in the future.*

*Is a catering restaurant or café provided on the premises?  
What are the addresses of the buildings in which the restaurants or cafés are located?  
Who is the current catering incumbent of the catering contract?  
What is the catering value? (Or is it nil subsidy?)  
Are the catering facilities shared with other departments?  
When is the catering service contract due for re-tender?  
How will it be re-tendered?  
Is the contract part of a PFI?  
Is it part of an FM contract? (and if so, what services are also included in the contract?)  
Who provides the other soft FM services?  
Who will be the main person leading on the tender during the formal tender process?  
When will the tender notice be issued?  
Where will the tender notice be issued?  
When is the tender due for release?  
Is it on the CCS framework?  
Who in the department is responsible for the management of the contract?  
How many people are there on-site per day?*

The Met Office holds this information.

- 1. Is a catering restaurant or café provided on the premises?*  
Catering restaurant and café are available on the premises.
- 2. What are the addresses of the buildings in which restaurant or café is located?*

Met Office, FitzRoy Road, Exeter, Devon, EX1 3PB.

3. *Who is the current catering incumbent of the catering contract?*  
OCS Group UK Limited.
4. *What is the catering value? (Or is it nil subsidy?)*  
It is nil subsidy.
5. *Are the catering facilities shared with other departments?*  
No.
6. *When are the catering service contract due for re-tender?*  
The catering contract is due to expire Q4 2023, however there is an option to extend for a further 2 x 12 months.
7. *How will it be re-tendered?*  
The route to market is likely to be via the Crown Commercial Service Facilities Management Framework.
8. *Is the contract part of a PFI?*  
No.
9. *Is it part of an FM contract (and if so, what services are also included in the contract?)*  
Yes, the FM contract includes other soft services.
10. *Who provides the other soft FM services?*  
OCS Group UK Limited.
11. *Who will be the main person leading on the tender during the formal tender process?*

Please note that the names of staff members who are not in the public domain and direct email address are withheld in accordance with the absolute exemption under **Section 40(2) FOIA (personal data of which the applicant is not the data subject)**, as release of personal data to a member of the public otherwise than under the FOIA would contravene the data protection principles. Among other things, disclosure of personal data would contravene the first principle set out in Section 35 to the Data Protection Act 2018 of fair and lawful processing.

If you wish to contact a member of staff, please mark for the attention of the appropriate team/job title, for example Property Management, and your correspondence will be forwarded on, the contact details are below:

Post Address: Met Office, FitzRoy Road, Exeter, Devon, EX1 3PB  
Tel: 0870 900 0100 or +44 (0)1392 88 5680  
Fax: 0870 900 5050  
Email: [enquiries@metoffice.gov.uk](mailto:enquiries@metoffice.gov.uk)

12. *When will the tender notice be issued?*  
12 months before the contract expiry date to carry out Early Market Engagement Exercise with potential suppliers.
13. *Where will the tender notice be issues?*  
Met Office eTendering portal – Please see the Met Office website link:  
<https://www.metoffice.gov.uk/about-us/supplying-the-met-office/procurement>.
14. *When is the tender due for release?*  
9 months before the contract expiry date.

15. *Is it on CCS Framework?*

Yes.

16. *Who in the department is responsible for the management of the contract?*  
FM/Service Manager
17. *How many people are there on site per day?*  
Approximately 1500 people are on site per day.

I hope this answers your enquiry.

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If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to me in the first instance. Please remember to quote the reference number above in any future communications.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the internal review process has been completed.

The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or online: <http://www.ico.gov.uk>.

Yours sincerely,  
**Regulations Team**  
**Met Office Legal Services**