



Leger Education Trust  
Refurbishment works at Leger Court  
**Request for Proposal**  
May 2026

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## 1. INTRODUCTION

### 1.1 About Leger Education Trust

Leger Education Trust was formed in November 2018 from the development of Campsmount Academy into a sponsor Multi Academy Trust. The founding schools include Campsmount Academy and three primary schools: Askern Littlemoor Infant Academy, Askern Moss Road Infant Academy and Spa Academy Askern. Since its inception, the Trust has grown to include Ridgewood Academy, Castle Hills Academy, Barnburgh Academy, Toredale Academy and Vega College. All are based in Doncaster, South Yorkshire.

The development and growth of our Trust is based on collaborative working and setting high expectations of ourselves and others. This relates to creating a positive school culture where students achieve excellent outcomes whilst becoming well-rounded individuals through a distinct character development programme

### 1.2 About this Request for Proposal

Leger Education Trust require proposals for refurbishment works at Leger court

RFP Issued	Friday 8 <sup>th</sup> May 2026
Deadline for Receipt of Proposal	Friday 22 <sup>nd</sup> May 2026
Notification of Decision	Monday 1st June 2026

### 1.3 Overview of Requirements

Leger education Trust is looking to install a perimeter fence with various gates at its St Leger court site in Doncaster. The details of what is required is set out below and a map of the requirements is in appendix C:

**Fence removal** – We require the existing black metal fence which is mounted on a wall around part of the car park to be removed.

**Fencing supply and installation** – Supply and install V mesh to the locations outlined in the drawing. Contractor to measure exact requirements and propose specification of the product

**Automatic Vehicle gate** – Automatic vehicle gate to be installed and controlled with a net2 intercom linked back to the fire alarm

**Maglock controlled Pedestrian gate** – Maglock controlled vehicle gate to be installed and controlled with a net2 intercom linked by to the fire alarm

**Padlocked pedestrian gates** – Five pedestrian gates are required to be supplied and installed. Three of these are to be a minimum of 1200mm wide and two of them should be a standard size as they are for maintenance access only. Four should have the ability to be padlocked and the fifth requires a push pad as it will be an escape door from the outdoor are

**Waste** - All waste created should be removed from site. The contractor will be responsible for removing the waste created from site

#### Site visit

Site visits should be made directly with the school through the Trust offices by contacting them on the following email address [info@legereducationtrust.com](mailto:info@legereducationtrust.com)

The provider will agree and provide: Pricing as detailed in Appendix C – Specification of Services required and Appendix D Pricing Schedule.

#### 1.4 Objective of Process

Leger Education Trust wishes to achieve the following objectives following this process:

- Ensure that the supplier can provide a suitable solution to meet the needs of the academy
- Meet all compliance standards with the final work and the installation
- Ensure we are achieving excellent value for money

#### 1.5 Instructions to Suppliers

It is essential that all suppliers submitting a proposal read all of the instructions in this section very carefully and comply with all of them. Failure to do so may result in suppliers being excluded from the process. Queries relating to this RFP can be submitted in writing to Aaron Lethem, Trust Estates Manager [alethem@legereducationtrust.com](mailto:alethem@legereducationtrust.com) prior to closure of the process. If the answer contains information of material significance, then those answers will be shared with all companies involved in the RFP process.

Proposals must be submitted in accordance with all instructions contained within this document. Please read the RFP document very carefully and answer all questions asked and provide all of the required information in sufficient details to allow the Leger Education Trust procurement team to make an informed decision. Failure to do so may result in suppliers being excluded from the process, or marked down in any scoring exercise.

Completed proposals must be returned electronically via email to: [alethem@legereducationtrust.com](mailto:alethem@legereducationtrust.com) All responses must be received by Friday 22<sup>nd</sup> May no later than 12 noon, and must be provided in an electronic format.

The Trust reserves the right to cancel the RFP process at any point. The Trust is not liable for any costs resulting from any cancellation of this process nor for any other costs incurred by those participating. Late submissions will not be accepted.

#### 1.6 Award Criteria and Evaluation

Leger Education Trust will then select a supplier based on the most economically advantageous proposal, not necessarily the lowest price. The following criteria will be used to appoint a preferred supplier.

Overall Award Criteria	Sub Criteria	Weighting
Pricing (70%)	Project Price	70%
Qualitative (30%)	Specification of the works	13%
	Credentials of the organisation	5%
	Credentials of the warranty period	3%
	Timescale of delivery	5%

	Experience of similar projects	3%
	Relevant References	1%

Qualitative questions will be scored based on the following criteria:

Score	Criteria
0	Question not answered
1	Response provided but is significantly below expectations and/or does not address significant parts of the question.
2	Response is below expectations with a number of notable shortcomings
3	Response is below expectations with some minor shortcomings
4	Response is slightly below expectations with very minor shortcomings
5	Response fully meets expectations

Responses will be weighted on the above scoring methodology. For example, a question with a 10% weighting that scores four out of five will result in an 8% weighting.

### 1.7 Freedom of Information and Data Protection

The Freedom of Information Act (FOIA) 2000 applies to all information held by public bodies.

Leger Education Trust is a designated body under the FOIA, and subject to the disclosure requirements and therefore all of the information the Trust holds about a company is potentially covered by the FOIA. Examples of the types of information which are within the scope of the legislation include:

- Information which we might gather in the run up to a procurement exercise.
- Information provided by prospective suppliers as part of the process.
- Contracts and associated documents, such as the correspondence connected with negotiating a contract.
- Information supplied by the contractor during the delivery of a contract, and information relating to our monitoring of the contract.

Requests for this type of information have to be handled like any other FOIA request and therefore must be provided unless a valid exemption applies.

The Supplier shall process Personal Data in performing the Services as notified by Leger Education Trust only for as long as required and for no longer than the term of this Contract. In addition to this, we would expect a copy of the winning bidder's data sharing agreement, and what policies are in place, and what the process is for safeguarding student's data.

The Supplier warrants that it shall:

- (a) Process the Personal Data in compliance with Law; and
- (b) Take appropriate technical and organisational measures against Data Breach.

The Supplier agrees to indemnify and keep indemnified and defend at its own expense the Leger Education Trust against all costs, claims, damages or expenses incurred by the Trust or for which the Trust may become liable due to any failure by the supplier or its employees/agents to comply with any of its obligation under this clause.

### **1.8 Modern Slavery Act – Conditions of Supply**

By participating in this process Suppliers and Contractors are confirming compliance with the Modern Slavery Act 2015 as a supply condition of supply for goods/services provided in this proposal.

## **2. SPECIFICATION**

### **2.1 Contract Duration**

The contract for is for the specified works only

### **2.2 Invoicing & Payment Terms**

Leger Education Trust's payment terms are 30 days from date of invoice. If the supplier wishes to propose different terms, this must be set out clearly in the proposal

For the pricing section, please provide a price for the core requirements set out in Appendix C.

Set out key assumptions made about the work involved to inform your pricing. We are expecting a single price for the initial project that encompasses all the work required to deliver to the core requirements set out in Appendix C.

All prices quoted must exclude VAT

## **3. YOUR PROPOSAL**

It is essential that all bidders read in full the instructions provided to ensure they provide their submission in the required structure.

### **3.1 Templates**

One template has been provided by the Trust to include with the submission

- Appendix D –Pricing Schedule

**APPENDIX A – INFORMATION ABOUT LEGER EDUCATION TRUST**

<b>Address</b>	Leger Education Trust, Ryecroft Road, Norton, Doncaster, DN6 9AS
<b>Main Switchboard</b>	01302 700002
<b>Company Number</b>	07736364
<b>Date of Incorporation</b>	10/08/2011
<b>Chief Executive</b>	Mr Adam Dale
<b>Chair of Trustees</b>	Miss Nicky Bailey
<b>Chief Operating Officer</b>	Mrs Rebecca Grange
<b>Chief Financial Officer</b>	Mr Andrew Halliwell

## **APPENDIX B – INFORMATION REQUIRED IN PROPOSAL**

### **About the Firm**

- Briefly outline your firm/companies credentials to provide these services
- Demonstrate your firm/companies competencies in relation to providing these services for example accreditations
- Provide public liability insurance certificate for the period of works

### **About the Personnel**

- Please specify the personnel who would be assigned to complete the work
- Please provide the qualifications and competencies of the personnel undertaking the work

### **About the specification**

- Please provide data sheets or photo samples of the products which have been put forward in your proposal

### **Project Approach**

- Basic approach to the project and proposed timings. The project requires to be completed as soon as possible, and this will be considered in the scoring of the timescales element
- What is expected of the Trust
- Explain the ongoing maintenance requirements for the spaces after installation

### **Warranties**

- Please set out what warranties are provided with the equipment and installation

### **Project and on-going Fees**

- Please complete the attached Pricing Schedule (Appendix D) and confirm that fees quoted are fixed

### **References**

- Please give names and addresses of two referees where you have undertaken similar work

## **APPENDIX C – SPECIFICATION OF SERVICES REQUIRED**

### **Fence removal**

We require the existing black metal fencing to be removed from the wall at the back of the car park and made good.

### **Fencing supply and installation**

Following the drawing provided below we require 2m high V mesh fencing, specification to be submitted with the submission. The fence at the rear and on the side where the aircon compound is requires a fence panel option which provides a solid finish. The contractor can specify this in the proposal and can either be a solid panel or a screening material. It does not need to achieve any enhanced security properties and we require this so that there is privacy within our outside space

### **Automatic Vehicle gate**

We require an automatic vehicle gate which is to be installed at the entrance to the car park marked on the drawing. This should open inwards to the car park. There should be a net2 intercom which connects through to the main reception on both the ground and first floor. The gate should be controlled by the staff members mifare card. The vehicle gate should be connected to the fire alarm so it automatically opens upon the fire alarm activating

### **Maglock controlled Pedestrian gate**

Next to the vehicle gate we require a pedestrian gate which is controlled by a net2 intercom which connects through to the main reception on both the ground and first floor. The gate should be controlled by the staff members mifare card. The gate should have a closer, so it closes after use. The pedestrian gate should be connected back to the fire alarm so it automatically opens upon the fire alarm activating

### **Padlocked pedestrian gates**

We require two standard width pedestrian gates which can be padlocked to access both the gate meter at the edge of the car park and the space around the side of the building adjacent to the main entrance. We require three 1200mm wide (minimum) pedestrian gates located at the new bin store, aircon compound and perimeter fence in front of the aircon compound. The bin store and aircon compound gate require the ability to have these padlocked. The third gate needs to have a push handle to exit so it can be used as an escape route to exit the external site. This must be placed in a shroud so it cannot be accessed from the outside

### **Waste**

All waste created should be removed from site. The contractor will be responsible for removing the waste created from site.

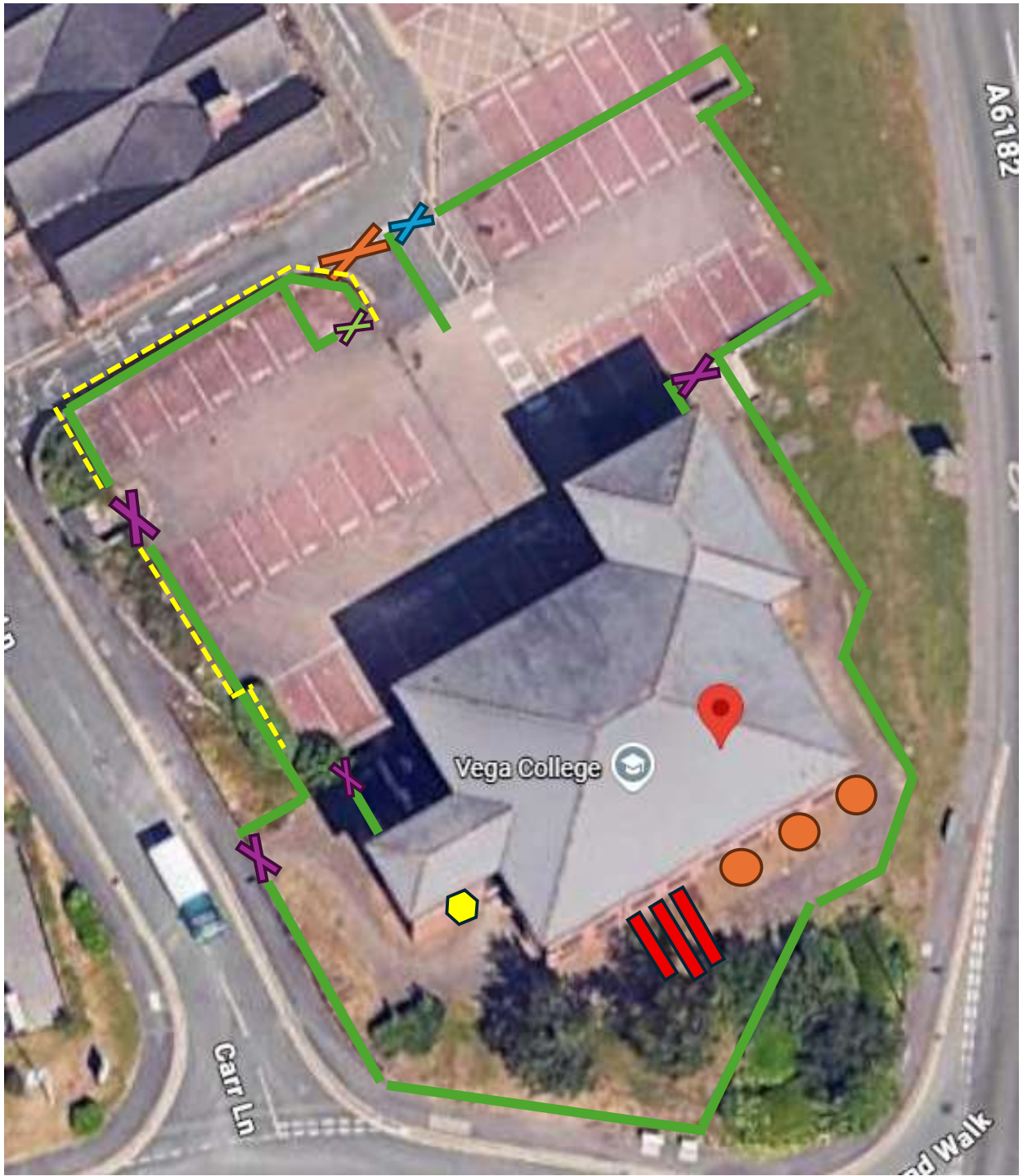
### **Compliance**




All work must be carried out in line with the relevant health and safety and waste disposal regulations. The contractor will be required to send this information through prior to any work commencing





## APPENDIX D – PRICING SCHEDULE

All Prices Ex VAT

Area	Description	Fee
St Leger court	Fixed fee for services outlined in Appendix C	
	Other costs	
	Total Fee	



	Vehicle Gate Access – Fob System
	Fence Line
	Pedestrian Gate Fobbed Access

	Pedestrian Gate – Locked – with Key Access
	Picnic / Break Area
	Sleeper Steps Install
	Basket Ball Net Area
	1200mm wide gate for bin store
	Existing fence to be removed