



Leger Education Trust
Refurbishment works at Campsmount
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 22 nd May 2026
Deadline for Receipt of Proposal	Friday 5 th June 2026
Notification of Decision	Monday 8th June 2026

1.3 Overview of Requirements

Campsmount academy is looking to redecorate a number of areas in the main school building during the summer break. The details of what is required is set out below and a map of the requirements is in appendix C:

Decoration works – We require the areas highlighted in Appendix C decorating. This includes the walls and woodwork

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 site manager Rob Watkinson by contacting them on the following email address rwatkinson@campsmount.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 Rob Watkinson, Site Manager

rwatkinson@campsmount.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
All responses must be received by Friday 29th 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 (80%)	Project Price	80%
Qualitative (20%)	Specification of the works	10%
	Credentials of the organisation	2%
	Timescale of delivery	6%
	Experience of similar projects	1%
	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

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

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 works

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**Decoration works**

We require the following areas in the school to be re-decorated. This should include the walls and woodwork. The contractor must put forward the specification of paint they intend to use and how many coats are included in the submission. The contractor must make take their own measurements of the areas to confirm what they require to undertake the work

- First floor green corridor
- First floor red corridor
- First floor blue corridor
- First floor purple corridor
- Ground floor green corridor
- Ground floor purple corridor
- The main ground floor corridor
- Ground floor Science social area
- First floor Drama corridor
- Ground floor PE corridor
- Ground floor Sports hall foyer
- Ground floor main entrance Foyer
- Ground floor blue corridor

Timescales

This work must be completed within a 4 week period of the summer holidays starting W/C 20th July. The contractor should put forward a timeline for the works.

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
Campsmount	Fixed fee for services outlined in Appendix C	
	Other costs	
	Total Fee	