

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/000951-2023>

Tender

Transportation of Food Containers

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2023/S 000-000951

Procurement identifier (OCID): ocds-h6vhtk-0396de

Published 12 January 2023, 12:29pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Nicole Sherry

Email

nicole.sherry@edinburgh.gov.uk

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Transportation of Food Containers

Reference number

CT1054

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

Framework Agreement for the Transport of Food Containers to schools, nurseries and lunch clubs within the Edinburgh catchment area.

II.1.5) Estimated total value

Value excluding VAT: £1,875,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Combination of lots

II.2) Description

II.2.1) Title

North East Locality

Lot No

1

II.2.2) Additional CPV code(s)

- 55524000 - School catering services
- 55320000 - Meal-serving services
- 55520000 - Catering services
- 60100000 - Road transport services
- 60112000 - Public road transport services
- 34130000 - Motor vehicles for the transport of goods
- 55523000 - Catering services for other enterprises or other institutions
- 55522000 - Catering services for transport enterprises
- 15894210 - School meals
- 55521100 - Meals-on-wheels services
- 55521200 - Meal delivery service
- 64120000 - Courier services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council (the Council) has a statutory duty to provide a hot meal to those children entitled to a free meal. The service is administered by the Council's Facilities Management Catering Services (FMCS). The City of Council intends to establish a Framework Agreement for the purpose of transportation of food containers within the Edinburgh catchment area. The successful tenderer(s) will be required to collect containers from a finishing kitchen and deliver them to schools, nurseries and lunch clubs within the locality boundary.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The City of Edinburgh Council reserves the option to extend for up to a further twelve month period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

South East Locality

Lot No

2

II.2.2) Additional CPV code(s)

- 34130000 - Motor vehicles for the transport of goods
- 60000000 - Transport services (excl. Waste transport)
- 55524000 - School catering services
- 55320000 - Meal-serving services
- 55520000 - Catering services
- 60100000 - Road transport services
- 60112000 - Public road transport services
- 55523000 - Catering services for other enterprises or other institutions
- 15894210 - School meals
- 55521100 - Meals-on-wheels services
- 64120000 - Courier services
- 55521200 - Meal delivery service

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council (the Council) has a statutory duty to provide a hot meal to those children entitled to a free meal. The service is administered by the Council's Facilities Management Catering Services (FMCS). The City of Council intends to establish a Framework Agreement for the purpose of transportation of food containers within the Edinburgh catchment area. The successful tenderer(s) will be required to collect containers from a finishing kitchen and deliver them to schools, nurseries and lunch clubs within the locality boundary.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The City of Edinburgh Council reserves the option to extend for up to a further twelve month period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

South West Locality

Lot No

3

II.2.2) Additional CPV code(s)

- 34130000 - Motor vehicles for the transport of goods
- 60000000 - Transport services (excl. Waste transport)

- 55524000 - School catering services
- 55320000 - Meal-serving services
- 55520000 - Catering services
- 60100000 - Road transport services
- 60112000 - Public road transport services
- 55523000 - Catering services for other enterprises or other institutions
- 55522000 - Catering services for transport enterprises
- 15894210 - School meals
- 55521100 - Meals-on-wheels services
- 55521200 - Meal delivery service
- 64120000 - Courier services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council (the Council) has a statutory duty to provide a hot meal to those children entitled to a free meal. The service is administered by the Council's Facilities Management Catering Services (FMCS). The City of Council intends to establish a Framework Agreement for the purpose of transportation of food containers within the Edinburgh catchment area. The successful tenderer(s) will be required to collect containers from a finishing kitchen and deliver them to schools, nurseries and lunch clubs within the locality boundary.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The City of Edinburgh Council reserves the option to extend for up to a further twelve month period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

North West Locality

Lot No

4

II.2.2) Additional CPV code(s)

- 34130000 - Motor vehicles for the transport of goods
- 60000000 - Transport services (excl. Waste transport)
- 55524000 - School catering services

- 55320000 - Meal-serving services
- 55520000 - Catering services
- 60100000 - Road transport services
- 60112000 - Public road transport services
- 55523000 - Catering services for other enterprises or other institutions
- 15894210 - School meals
- 55521100 - Meals-on-wheels services
- 55521200 - Meal delivery service
- 64120000 - Courier services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council (the Council) has a statutory duty to provide a hot meal to those children entitled to a free meal. The service is administered by the Council's Facilities Management Catering Services (FMCS). The City of Council intends to establish a Framework Agreement for the purpose of transportation of food containers within the Edinburgh catchment area. The successful tenderer(s) will be required to collect containers from a finishing kitchen and deliver them to schools, nurseries and lunch clubs within the locality boundary.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The City of Edinburgh Council reserves the option to extend for up to a further twelve month period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Drivers employed in the delivery of this service hold a full driving licence for the class of vehicle used to transport the food containers.

III.1.2) Economic and financial standing

List and brief description of selection criteria

This section refers to Section B of Part IV of the SPD (Scotland)

Minimum level(s) of standards possibly required

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.1 - Tenderers are required to have a minimum “general” annual turnover of GBP 115,000 for the last two financial years for each locality the Contractor bids for. Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.4 - Tenderers will be required provide the following information in response to 4B.4:

Current ratio for Current Year: 1.10

Current ratio for Prior Year: 1.10

The formula for calculating a Tenderer’s current ratio is current assets divided by current liabilities. The acceptable range for each financial ratio is greater than 1.20. Where a Tenderer’s current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

If the Contractor is bidding for more than one Locality, then the turnover requirement is the sum of the turnover amounts for all Localities applied for. However, the current ratio remains at 1.10 irrespective of the number of Localities applied for.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.5 -

Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

(a) Public Liability Insurance with a limit of indemnity of not less than GBP 10,000,000 in relation to any one claim or series of claims;

(b) Employer's Liability Insurance with a limit of indemnity of not less than GBP 5,000,000 or such higher amount as may be in accordance with any legal requirement for the time being in force in relation to any one claim or series of claims;

(c) Professional Indemnity Insurance with a limit of indemnity of not less than GBP 5,000,000 in relation to any one claim or series of claims and shall ensure that all professional consultants or Sub-Contractors involved in the provision of the Services hold and maintain appropriate cover;

(d) Motor Vehicle Insurance with third party cover with a limit of indemnity of not less than GBP 5,000,000 in relation to any one claim or series of claims

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition

III.1.3) Technical and professional ability

List and brief description of selection criteria

Selection criteria as stated in the procurement documents.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 4

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 022-190063](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

13 February 2023

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

13 February 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 1 April 2026

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health & Safety Policy which is approved at senior level within the organisation and is reviewed regularly. Bidders should confirm that this condition has been met within the response to this question. Where a Bidder does not have a Health & Safety Policy and is required to do so, the Council may exclude the bidder from the competition.

To improve air quality in the city and reduce harmful emissions, the Council has implemented a Low Emission Zone (LEZ) scheme. The LEZ is in the city centre and includes all vehicle types (excluding motorcycle, mopeds and nationally exempted vehicles). Petrol vehicles must be a minimum of Euro 4 standard and diesel vehicles must be minimum of Euro 6 standard. Vehicles that do not meet the minimum emissions standard will receive a Penalty Charge Notice (fine). A two-year grace period is in place and fines will not be issued until enforcement begins on 1 June 2024.

Contractors should work towards their entire fleet becoming zero emission (for example by using electric vehicles - EVs), as soon as is practical, in support of the City's 2030 net zero emissions target. The Contractor shall demonstrate that they have plans to progressively decarbonise their fleets to aim for a 100% sustainable fleet by 2030.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23132. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:
<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The successful Contractor(s) will be required to deliver Community Benefits in support of the Council's economic, social and environmental objectives. Please find further information in the documents attached.

(SC Ref:717747)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom