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Tender

Catering Services for the 2023 UCI Cycling World Championships (Glasgow Activities)

Glasgow Life (Culture & Sport Glasgow)

F02: Contract notice

Notice identifier: 2023/S 000-003570

Procurement identifier (OCID): ocds-h6vhtk-03a325

Published 6 February 2023, 1:29pm

Section I: Contracting authority

I.1) Name and addresses

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

Contact

Billy Robertson

Email

Billy.Robertson@glasgowlife.org.uk

Telephone

+44 7741082218

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

www.glasgowlife.org.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Catering Services for the 2023 UCI Cycling World Championships (Glasgow Activities)

Reference number

GLUCI023

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The Organising Committee for the 2023 UCI Cycling World Championships (the “Glasgow Life”) wishes

to engage one or more suitably experienced and qualified Catering Services - Food and Beverage

Provider(s) to plan, deliver and manage all aspects of the Catering Services for the Glasgow Life at the

following venues:

- Knightswood BMX Venue, located at Archerhill Rd, Glasgow G13 3LS,
- George Square (Road World Champs Finish) located at George Square, Glasgow G1, and
- Glasgow Green (Urban) located at Greendyke St, Saltmarket, Glasgow G1 5DB.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Knightswood (BMX)

Lot No

1

II.2.2) Additional CPV code(s)

- 55520000 - Catering services
- 55500000 - Canteen and catering services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Organising Committee for the 2023 UCI Cycling World Championships (the “Glasgow Life”) wishes to engage one or more suitably experienced and qualified Catering Services - Food and Beverage Provider(s) to plan, deliver and manage all aspects of the Catering Services for the Glasgow Life at the following venue:

-Knightswood BMX Venue, located at Archerhill Rd, Glasgow G13 3LS

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

5

This contract is subject to renewal

No

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

George Square (Road World Champs Finish) and Glasgow Green (Urban)

Lot No

2

II.2.2) Additional CPV code(s)

- 55520000 - Catering services
- 55500000 - Canteen and catering services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Organising Committee for the 2023 UCI Cycling World Championships (the “Glasgow Life”) wishes to engage one or more suitably experienced and qualified Catering Services - Food and Beverage Provider(s) to plan, deliver and manage all aspects of the Catering Services for the Glasgow Life at the following venues:

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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.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process: -

There is a minimum financial requirement that affects trading performance, and balance sheet strength. Financial requirements for trading performance and balance sheet

strength should be calculated on latest filed accounts with Companies House.

The undernoted requirements apply to both Lots

Trading Performance

An overall positive outcome on pre-tax profits over a 3-year period. Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio Pre-Tax Profit/Turnover.

Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities.

If an applicant is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, full set of accounts will be required in order to verify the above ratios have been complied with.

An applicant should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

If the pandemic has had an adverse effect on the latest set of accounts filed with Companies House, Glasgow Life will take that into account in determining financial suitability for the contract.

The above, however, should not impinge on the financial viability of the company, as defined by the ratios set out in the above financial requirements.

Glasgow Life reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulations 61(7) or Regulation 61 (8) of the Public

Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing.

Minimum level(s) of standards possibly required

Employers (Compulsory) Liability Insurance

Bidder shall take out and maintain, throughout the period of their services, Employer's Liability insurance to the value of at least TEN MILLION POUNDS STERLING (10,000,000) in respect of any one claim and unlimited in the period.

Public Liability Insurance

Bidder shall take out and maintain, throughout the period of their services, Public Liability insurance to the value of at least FIVE MILLION POUNDS STERLING (5,000,000) in respect of any one claim and unlimited in the period.

Product Liability

Bidder shall take out and maintain, throughout the period of their services, Employer's Liability insurance to the value of at least FIVE MILLION POUNDS STERLING (5,000,000) in respect of any one claim and unlimited in the period.

Professional Indemnity Insurance

Bidder shall take out and maintain throughout the period of their services and for a further 1 year on completion of their service, Professional Indemnity insurance to the value of a minimum ONE MILLION POUNDS STERLING (1,000,000) in respect of any one claim and in the aggregate.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders are required to provide three examples of similar nature services within the last five years which demonstrate they have the relevant experience required to undertake this contract. These examples should refer to at least one requirement of the Contract, such as delivery of outside catering services, catering in temporary structures or catering in addition to business as usual. Your examples should provide evidence of your capability, expertise, and experience in providing catering services. Please include:

- Names of the event, event type and operating dates;
- Number of guests;

- Number of areas serviced;
- Style of service and details regarding menu offers;
- Number of staff involved and the roles they fulfilled;
- How the overall project management of the catering services was delivered;
- Any external catering production facilities that were required;
- Details of working with any event sponsors;
- Any equipment that was hired;
- How the sustainability aims of the client were delivered, including examples of developing and implementing new 'best practices';
- Total event revenue;

This will be assessed on a pass and fail basis. Bidders who fail will not be taken forward in the evaluation process.

It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health and Safety Policy which is

approved at a 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 and Safety Policy and is required to do so, The Company may

exclude the Bidder from the competition.

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

Date

8 March 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

Tender must be valid until: 6 July 2023

IV.2.7) Conditions for opening of tenders

Date

8 March 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23462. For more information see:

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

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 Company is committed to maximising Community Benefits from procurement activity. This will be achieved through the inclusion of

specific clauses within procurement contracts known as Community Benefits clauses. Community Benefit clauses are requirements which

deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social, or

environmental conditions into the delivery of contracts.

Examples of the categories and types of benefits are –

- Sponsorship of local organisation
- Mentoring – Suppliers offering support and guidance to local organisations and individuals
- Provide career night / event within local school, provide career information on the

industry to interested individuals

- Sponsorship of a local sports team or community event
- Donation of materials and / or labour to support a local community project
- Offer weekly or monthly work experience placement to a nominated school pupil or Council apprentice
- Hold a workshop or event in a school, college, or community group

Please provide a detailed statement which must include:

- a) details of the Community Benefits you will provide as part of this contract
- b) what resource (staff responsible) will you use to ensure successful delivery
- c) detailed commitment to the approach, including how you will monitor to track successful delivery of each of the Community Benefits

you wish to deliver; and

- d) how you will update the Company on progress

(SC Ref:721470)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of Peace Court

1 Carlton Place

Glasgow

Country

United Kingdom