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Tender

Supply and Delivery of Alcohol and Promotional Off-Sale Products

CalMac Ferries Limited

F02: Contract notice

Notice identifier: 2025/S 000-003699

Procurement identifier (OCID): ocids-h6vhtk-04db91

Published 4 February 2025, 3:58pm

Section I: Contracting authority

I.1) Name and addresses

CalMac Ferries Limited

Ferry Terminal

Gourock

PA19 1QP

Contact

Stuart McMaster

Email

stuart.mcmaster@calmac.co.uk

Telephone

+44 01475650387

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.calmac.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10923

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>

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

Body governed by public law

I.5) Main activity

Other activity

Ferry Operator

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Supply and Delivery of Alcohol and Promotional Off-Sale Products

Reference number

CSCO24-614

II.1.2) Main CPV code

- 15910000 - Distilled alcoholic beverages

II.1.3) Type of contract

Supplies

II.1.4) Short description

CalMac Ferries Ltd (CFL) have indicated the continued need for a single Supplier who is able to supply and deliver alcohol and promotional off-sale products to the major vessels within it's fleet. This allows the business to provide a high-quality and robust retail offering onboard these vessels for all passengers which ultimately contributes to the profitability of the business and helps to deliver the overall commercial retail strategy of CFL.

This Framework Agreement would include the supply and delivery of bottled beers, ciders, wine, spirits, and other off-sale products.

II.1.5) Estimated total value

Value excluding VAT: £1,104,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79342200 - Promotional services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire
- UKM6 - Highlands and Islands
- UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute
- UKM64 - Na h-Eileanan Siar (Western Isles)

II.2.4) Description of the procurement

CalMac Ferries Ltd (CFL) have indicated the continued need for a single Supplier who is able to supply and deliver alcohol and promotional off-sale products to the major vessels within it's fleet. This allows the business to provide a high-quality and robust retail offering onboard these vessels for all passengers which ultimately contributes to the profitability of the business and helps to deliver the overall commercial retail strategy of CFL.

This Framework Agreement would include the supply and delivery of bottled beers, ciders, wine, spirits, and other off-sale products.

II.2.5) Award criteria

Quality criterion - Name: Quality / Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £1,104,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There will be two 12-month extension options available for this agreement.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 3

Objective criteria for choosing the limited number of candidates:

This Procurement will be conducted through the use of the Competitive Procedure with Negotiation (CPN). All queries about this procurement must be made via the PCS-Tender messaging system.

The process to be applied will be:

- Statements including the specific requirements can be found within Section III.1.2 and III.1.3 of the Contract Notice.
- Economic Operator must pass the minimum standards sections of the SPD (Scotland).

Qualification Envelope: Part 3, Section A, B, C, D will be scored on a pass/fail basis and Part 4 Section C shall be weighted questions (Q1 to Q3 inclusive). If any question subject to 'pass/fail' scoring be scored 'fail' the entire submission may be set aside and take no further part in the competition.

Technical Envelope: Part 4 Section C of the SPD (Scotland) will be scored in the following way:

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

25 - Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/ capacity/capability.

50 - Acceptable. Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and skills/capacity/capability but may lack in some aspects of similarity e.g. previous experience, knowledge or skills may not be of a similar nature.

75 - Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

100 - Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

The responses to the questions of Section III.1.3 of the Contract Notice will be weighted the following way:

Please see SPD (Scotland)

Question 4C Technical and Professional Ability.

CFL will take a minimum of three highest scoring bidders through and they will be invited to submit a tender.

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

Economic Operators will be evaluated in accordance with the Public Contracts (Scotland) Regulations 2015 on the basis of information provided within the SPD (Scotland).

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please refer to these statements when completing section 4B of the SPD (Scotland)

Statement for 4B - Economic operators shall be required to satisfy minimum standards of economic and financial standing. These are described below:

Bidders must provide their ("general") yearly turnover for the last three financial years.

Bidders must provide their ("specific") yearly turnover for the last three financial years.

Bidders must must provide appropriate financial ratio information as set out within this

Contract Notice.

Bidders must confirm they have the required levels of insurance as set out within this Contract Notice.

Minimum level(s) of standards possibly required

Please note that minimum required turnover per year should be 2,208,000 Million GBP.

The following ratios must be confirmed based on the Bidder's latest set of published accounts.

1- Return on Capital Employed: must be at a ratio greater than "0".

2- Acid Test (Current Ratio): Current Ratio must be greater than "1".

3- Gearing: Gearing must be a figure of less than 100%.

4- Interest Coverage: Interest Coverage must be a figure of 2 or above.

Economic Operators must confirm they already have or can commit to obtain, prior to the commencement the following levels of insurance:

Professional Risk Indemnity: 5,000,000 GBP

Employer's (Compulsory) Liability: 5,000,000 GBP

Public Liability: 5,000,000 GBP

Product Liability: 5,000,000 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

Technical or Professional Ability Part 4C.

CFL requires that Bidders are able to demonstrate via previous examples that a range of goods and services have been provided in the past to other organisations with similar requirements.

Bidders should note that evidence of meeting these criteria is expected in the response to each question.

The scored questions are as follows:

1. Digital Systems (30%)

As it will be a mandatory requirement for the successful Supplier to use the Saffron Civica platform, Bidders should provide three examples demonstrating experience of using an online/EDI/web-based product ordering system including quick catalogue and pricing amendment features and paperless delivery note / invoice creation.

As part of the answer, Bidders should include the following information:

- Details of the tasks delivered.
- Detailed description of the Bidder's role in using these systems and delivering these tasks.
- Contract value and dates.
- Details of the customer organisation for whom the work was carried out, please supply email address as CalMac may contact this Company for references.

2. Delivery Locations (30%)

Bidders should provide three examples demonstrating experience of servicing multiple locations throughout the West Coast of Scotland and being able to provide a next working day delivery service for chilled, short shelf life products.

As part of the answer, Bidders should include the following information:

- Details of the tasks delivered.
- Detailed description of the Bidder's role in delivering these tasks.
- Contract value and dates.
- Details of the customer organisation for whom the work was carried out, please supply email address as CalMac may contact this Company for references.

3. Local Product Sourcing (40%)

Bidders should demonstrate three examples of using locally sourced/Scottish produce where possible and show reactivity to innovation/NPD briefs.

As part of the answer, Bidders should include the following information:

- Details of the tasks delivered.
- Detailed description of the Bidder's role in delivering these tasks.
- Contract value and dates.
- Details of the customer organisation for whom the work was carried out, please supply email address as CalMac may contact this Company for references.

4. Environmental Management (0%)

Bidders will be required to produce certificates drawn up by independent bodies attesting that the Bidder complies with the required environmental management systems or standards in accordance with BS EN ISO 14001:2015 (or equivalent) or produce other means of proof concerning required environmental management systems or standards.

Please provide details of the environmental management measures which the Bidder will be able to use when performing the contract.

5. Subcontracting (0%)

Please provide details of the proportion (i.e. percentage) of the contract that Bidders intend to subcontract. Please provide details of Bidder's criteria for selecting suppliers to subcontract to.

6. Quality Control (0%)

Bidders will be required to produce certificates drawn up by independent bodies attesting that the bidder complies with the required quality assurance standards with BS EN ISO 9001:2015 (or equivalent) or produce other means of proof concerning the quality assurance schemes.

Bidders will also be required to produce certificates drawn up by independent bodies attesting that the bidder complies with the health and safety standards in accordance ISO 45001:2018 Occupational Health and Safety Management System (or equivalent) or produce other means of proof concerning the health and safety standards

Can the bidder provide the required certificates drawn up by a UCAS accredited quality provider, attesting the conformity of goods and services clearly identified by references to the technical specifications or standards, which are set out in the relevant Contract Notice?

Minimum level(s) of standards possibly required

Qualification Envelope: Part 3, Section A, B, C, D will be scored on a pass/fail basis and Part 4 Section C will be scored in line with the weighting shown above for all questions. If any question subject to 'pass/fail' scoring be scored 'fail' the entire submission may be set aside and take no further part in the competition.

Scored questions will be evaluated using the below methodology:

100- Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

75 - Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

50 - Acceptable. Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and skills/capacity/capability but may lack in some aspects of similarity e.g. previous experience, knowledge or skills may not be of a similar nature.

25 - Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/ capacity/capability.

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

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 a single operator

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

6 March 2025

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

21 March 2025

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: 4 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: February 2029

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

CFL's Conditions of Contract will be published with the ITT document.

Economic Operators should note that the conditions of the procurement include (but are not limited to) the following:

- The eligibility requirements in this Contract Notice will apply to the procurement at all times. Economic Operators may be excluded from this competition if the Economic Operator no longer meets the selection criteria set out in the Contract Notice at any stage during the competition and/or there is a change in identity, control, financial standing or other factor impacting on the selection process affecting the Economic Operator;
- CFL is subject to the requirements of the Freedom of Information (Scotland) Act 2002 and the Environmental Information (Scotland) Regulations 2004. Accordingly, all information submitted to CFL may need to be disclosed and/or published by it in response to a request under FOISA or the EIRs; and
- Economic Operators will remain responsible for all costs and expenses incurred by them in connection. CFL will not be liable to reimburse or compensate any costs incurred in connection with an Economic Operator's participation in this competition, including any costs or other liability in respect of the cancellation of the process.

The award criteria questions and weightings will be published in the ITT. Bidders will be expected to demonstrate capability.

CFL reserves the right not to award a contract pursuant to this procurement and to cancel

the procurement at any point without liability.

Bidders should note that CFL intends to ask questions at the ITT stage, these questions form a small part within a broader question base.

These ITT questions shall be grouped as either belonging to mandatory Pass/Fail type questions or questions which shall be scored and weighted.

Where a supplier has been assessed to have failed a Pass/Fail question their tender submission shall be deemed non-compliant and excluded from that point forward within the ITT process.

Questions in the ITT will be scored using the following methodology:

100- Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

75 - Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or

skills/capacity/capability relevant to providing similar services to similar clients.

50 - Acceptable. Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and

skills/capacity/capability but may lack in some aspects of similarity e.g. previous experience, knowledge or skills may not be of a similar

nature.

25 - Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/ capacity/capability.

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

Award Criteria questions can be found in the ITT together with the weightings.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 28297. For more information see:

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

(SC Ref:784659)

VI.4) Procedures for review

VI.4.1) Review body

Scottish Courts and Tribunals Services

Sherriff Court House

Greenock

PA15 1TR

Country

United Kingdom