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Contract

## **Personalised Food Shopping Service**

West Lothian Council

F03: Contract award notice

Notice identifier: 2022/S 000-003808

Procurement identifier (OCID): ocids-h6vhtk-03157b

Published 10 February 2022, 8:55am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### **Email**

[tom.henderson@westlothian.gov.uk](mailto:tom.henderson@westlothian.gov.uk)

#### **Telephone**

+44 1506281814

#### **Fax**

+44 1506281325

#### **Country**

United Kingdom

**NUTS code**

UKM78 - West Lothian

**Internet address(es)**

Main address

<https://www.westlothian.gov.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00140](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Personalised Food Shopping Service

Reference number

CC11458

#### **II.1.2) Main CPV code**

- 85000000 - Health and social work services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

A direct award is proposed for a personalised food shopping service for a period of 5 years from 1st February 2022 to 31st January 2027.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £467,008

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 85000000 - Health and social work services

#### **II.2.3) Place of performance**

NUTS codes

- UKM78 - West Lothian

#### **II.2.4) Description of the procurement**

Personalised shopping service to support vulnerable older people (those aged 65 plus who are frail; have a disability or have an illness) to remain as independent as possible at home. In addition, the service may also provide the same support to those aged 50 plus deemed to be vulnerable due to disability, illness, or complex health needs who are unable to undertake these daily living tasks for themselves or make alternative arrangements. It is proposed that a direct award is made to the incumbent service provider from 1st February 2022 to 31st January 2027.

#### **II.2.5) Award criteria**

Quality criterion - Name: Not applicable / Weighting: 0

Price - Weighting: 100

#### **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.2.14) Additional information**

Council Executive Approval - August 2021

There was no price/quality evaluation as this was a direct award

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Award of a contract without prior publication of a call for competition in the cases listed below

- The procurement falls outside the scope of application of the regulations

Explanation:

Reg 3(10) of the PC(S) Regs 2016 applies. West Lothian Council approved a Procurement Report based on this rationale in August 2021. The text from the report is provided under Additional Information.

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

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

20 September 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 1

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

The Food Train

Ochil House, Beveridge Square

Livingston

EH54 6QF

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £467,008

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## Section VI. Complementary information

### VI.3) Additional information

Council Executive Procurement Approval Report is provided below:

The Food Train is a unique volunteer led organisation which purchases, delivers, unpacks and stores shopping for some of the most vulnerable residents within West Lothian. The organisation, is a socially responsible charity, committed to making a real and sustainable difference to the communities, people and environment they operate within. The Service is open to those aged 65 and over and those aged 50 and over who are deemed vulnerable due to disability, illness or complex health needs. The service is accessible regardless of whether individuals have access to other services. The service meets with the early intervention and prevention agenda as well as the Health and Social Care Partnerships long term strategic aim of people living longer, healthier lives at home or in a homely setting enabling people to remain at home as long as possible. Additionally, the service is a conduit to Community Capacity Building.

Council Executive approved a direct award of a three year contract to the Food Train commencing the 1st of April 2015 until 31st of March 2018. The provision of a 24 month extension was included. This was utilised and expired on 31st March 2020. A further 20 month direct award was granted from 1st April 2020 and is due to expire on 31st January 2022.

In the period April 2020 to March 2021, the Food Train supported 349 West Lothian members via their personalised shopping service, and provided 6,004 individual shopping deliveries. The aforementioned was provided via a network of 5 staff and 58 volunteers. Volunteer numbers are expected to increase as restrictions ease and the provision of their other services can resume. Service users Pay 1.00GBP to join food train and a 5.00GBP delivery charge.

The service is regarded as being strategically relevant in relation to making a significant contribution to supporting individuals to remain at home as independently as possible while building community connections. Food train works collaboratively with other community provisions and signposts members accordingly. It also contributes to improved health and wellbeing via promoting a healthy dietary intake, offering the benefits associated with volunteering and a reduction in the potential for social isolation and loneliness, for both volunteers and members.

Regulation 3 (10) of the Public Procurement (Scotland) Regulations 2016 makes provision for the aggregation of public contracts where the value of all contracts for

similar supplies and services awarded during the previous 12 months must be

aggregated.

The aggregated value determines whether the contract is over the Government Procurement Agreement (GPA) threshold. The contract value over the previous year is 90,681 GBP and the value of the proposed award is 467,008 GBP. The combined value of 557,689 GBP is below the Light Touch Regime threshold (663,540 GBP) and therefore, in line with the Scottish Government guidance on the Procurement of Care and Support, the Council can choose not to seek offers for Health and Social Care Services contracts on a case by case basis. Whilst the Council's Standing Orders permit the Head of Corporate Services to approve the direct award, they may opt to seek approval from Council Executive. Council Executive is, therefore, requested to approve a direct award of a contract to Food Train for a personalised food shopping service for a period of 5 years from 1st February 2022 to 31st January 2027, with an estimated value of 467,008 GBP.

There was no price/quality evaluation as this was a direct award

(SC Ref:681079)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Livingston Sheriff Court and Justice of the Peace Court

Howden South Road

Livingston

EH54 6FF

Country

United Kingdom