

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/004262-2023>

Tender

## **The Supply of Pre-Prepared Sandwiches, Pre-Prepared Goods, Sandwich Fillings, Buffets and Concept Foods**

Caerphilly County Borough Council

Rhondda Cynon Taf CBC

Cardiff Council

Bridgend County Borough Council

Merthyr Tydfil County Borough Council

Llywodraeth Cymru / Welsh Government

Caerphilly County Borough Council

Blaenau Gwent County Borough Council

Carmarthenshire County Council

Cyngor Sir Ceredigion County Council

Conwy County Borough Council

Denbighshire County Council

Flintshire County Council

Cyngor Gwynedd Council

Isle of Anglesey County Council

Monmouthshire County Council

Neath Port Talbot County Borough Council

Newport City Council

Pembrokeshire County Council

Powys County Council

City & County of Swansea

Vale of Glamorgan Council

Torfaen County Borough Council

Wrexham County Borough Council

WLGA

Natural Resources Wales

Pobl Group Ltd

Linc-Cymru Housing Association Ltd

Transport for Wales

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre)

University NHS Trust)

F02: Contract notice

Notice identifier: 2023/S 000-004262

Procurement identifier (OCID): ocids-h6vhtk-03a4eb

Published 10 February 2023, 4:43pm

The closing date and time has been changed to:

**28 March 2023, 10:00am**

See the [change notice](#).

## **Section I: Contracting authority**

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

Caerphilly County Borough Council

Penallta House, Tredomen Park, Ystrad Mynach

Hengoed

CF82 7PG

#### **Contact**

Rhys James

#### **Email**

[JamesRM1@caerphilly.gov.uk](mailto:JamesRM1@caerphilly.gov.uk)

#### **Telephone**

+44 1443863062

#### **Fax**

+44 1443863167

#### **Country**

United Kingdom

**NUTS code**

UKL16 - Gwent Valleys

**Internet address(es)**

Main address

[www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0272](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0272)

**I.1) Name and addresses**

Rhondda Cynon Taf CBC

The Pavilions, Clydach Vale

Tonypandy

CF40 2XX

**Email**

[purchasing@rctcbc.gov.uk](mailto:purchasing@rctcbc.gov.uk)

**Telephone**

+44 1443

**Country**

United Kingdom

**NUTS code**

UKL15 - Central Valleys

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0276](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0276)

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

Cardiff Council

County Hall, Atlantic Wharf

Cardiff

CF10 4UW

#### **Email**

[procurement@cardiff.gov.uk](mailto:procurement@cardiff.gov.uk)

#### **Telephone**

+44 2920873732

#### **Country**

United Kingdom

#### **NUTS code**

UKL22 - Cardiff and Vale of Glamorgan

#### **Internet address(es)**

Main address

[www.cardiff.gov.uk](http://www.cardiff.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0422](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0422)

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

Bridgend County Borough Council

Bridgend County Borough Council, Procurement Unit, Civic Offices, Angel Street

Bridgend

CF31 4WB

**Email**

[procurementteam@bridgend.gov.uk](mailto:procurementteam@bridgend.gov.uk)

**Telephone**

+44 1656642596

**Country**

United Kingdom

**NUTS code**

UKL17 - Bridgend and Neath Port Talbot

**Internet address(es)**

Main address

[www.bridgend.gov.uk](http://www.bridgend.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0417](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0417)

**I.1) Name and addresses**

Merthyr Tydfil County Borough Council

Unit 5,, Triangle Business Park, Pentrebach

Merthyr Tydfil

CF48 4TQ

**Email**

[procurement@merthyr.gov.uk](mailto:procurement@merthyr.gov.uk)

**Telephone**

+44 1685725000

**Country**

United Kingdom

**NUTS code**

UKL15 - Central Valleys

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0347](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0347)

**I.1) Name and addresses**

Llywodraeth Cymru / Welsh Government

Gwasanaethau Caffael Corfforaethol / Corporate Procurement Services, Parc Cathays / Cathays Park

Caerdydd / Cardiff

CF10 3NQ

**Email**

[CPSProcurementAdvice@gov.wales](mailto:CPSProcurementAdvice@gov.wales)

**Telephone**

+44 3000257095

**Country**

United Kingdom

**NUTS code**

UKL - Wales

**Internet address(es)**

Main address

<https://www.sell2wales.gov.wales>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0347](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0347)

**I.1) Name and addresses**

Caerphilly County Borough Council

Penallta House, Tredomen Park, Ystrad Mynach

Hengoed

CF82 7PG

**Email**

[procurement@caerphilly.gov.uk](mailto:procurement@caerphilly.gov.uk)

**Telephone**

+44 1443863161

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL16 - Gwent Valleys

**Internet address(es)**

Main address

[www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0272](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0272)

**I.1) Name and addresses**

Blaenau Gwent County Borough Council

General Offices, Steelworks Road

Ebbw Vale

NP23 6AA

**Email**

[procurement@blaenau-gwent.gov.uk](mailto:procurement@blaenau-gwent.gov.uk)

**Telephone**

+44 1495311556

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL16 - Gwent Valleys

**Internet address(es)**

Main address



<http://www.blaenau-gwent.gov.uk/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0278](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0278)

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

Carmarthenshire County Council

County Hall

Carmarthen

SA31 1JP

### **Email**

[Procurement@carmathenshire.gov.uk](mailto:Procurement@carmathenshire.gov.uk)

### **Telephone**

+44 1267234567

### **Fax**

+44 1443863167

### **Country**

United Kingdom

### **NUTS code**

UKL14 - South West Wales

### **Internet address(es)**

Main address

[www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0281](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0281)

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

Cyngor Sir Ceredigion County Council

Canolfan Rheidol, Rhoddfa Padarn

Aberystwyth

SY23 3UE

#### **Email**

[Ymholiadau.caffael@ceredigion.gov.uk](mailto:Ymholiadau.caffael@ceredigion.gov.uk)

#### **Telephone**

+44 1545570881

#### **Fax**

+44 1443863167

#### **Country**

United Kingdom

#### **NUTS code**

UKL1 - West Wales and the Valleys

#### **Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0491](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0491)

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

Conwy County Borough Council

Bodlondeb, Bangor Road

Conwy

LL32 8DU

**Email**

[procurement@conwy.gov.uk](mailto:procurement@conwy.gov.uk)

**Telephone**

+44 1492574000

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL13 - Conwy and Denbighshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0389](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0389)

**I.1) Name and addresses**

Denbighshire County Council

Wynnstay Road

Ruthin

LL15 1YN

**Email**

[procurement@denbighshire.gov.uk](mailto:procurement@denbighshire.gov.uk)

**Telephone**

+44 1824712612

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL13 - Conwy and Denbighshire

**Internet address(es)**

Main address

[www.denbighshire.gov.uk](http://www.denbighshire.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0280](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0280)

**I.1) Name and addresses**

Flintshire County Council

County Hall, Mold

Flintshire

CH7 6NA

**Email**

[procurement@denbighshire.gov.uk](mailto:procurement@denbighshire.gov.uk)

**Telephone**

+44 1352701814

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL23 - Flintshire and Wrexham

**Internet address(es)**

Main address

[www.flintshire.gov.uk](http://www.flintshire.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0419](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0419)

**I.1) Name and addresses**

Cyngor Gwynedd Council

Uned Caffael / Procurement Unit, Swyddfeydd y Cyngor, Stryd y Jel / Council Offices,  
Shirehall Street

Caernarfon

LL55 1SH

**Email**

[caffael@gwynedd.llyw.cymru](mailto:caffael@gwynedd.llyw.cymru)

**Telephone**

+44 1286679787

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL12 - Gwynedd

**Internet address(es)**

Main address

[www.gwynedd.llyw.cymru](http://www.gwynedd.llyw.cymru)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0361](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0361)

**I.1) Name and addresses**

Isle of Anglesey County Council

Isle of Anglesey County Council, Council Offices, Llangefni

Anglesey.

LL77 7TW

**Email**

[procurement@anglesey.gov.uk](mailto:procurement@anglesey.gov.uk)

**Telephone**

+44 1248750057

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL11 - Isle of Anglesey

**Internet address(es)**

Main address

[www.anglesey.gov.uk](http://www.anglesey.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0369](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0369)

**I.1) Name and addresses**

Monmouthshire County Council

County Hall, Rhadyr

Usk

NP15 1GA

**Email**

[contact@monmouthshire.gov.uk](mailto:contact@monmouthshire.gov.uk)

**Telephone**

+44 1633644644

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL21 - Monmouthshire and Newport

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0277](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0277)

**I.1) Name and addresses**

Neath Port Talbot County Borough Council

Civic Centre

Port Talbot

SA13 1PJ

**Email**

[procurement@npt.gov.uk](mailto:procurement@npt.gov.uk)

**Telephone**

+44 1639763929

**Fax**

+44 1443863167

**Country**

United Kingdom

**NUTS code**

UKL17 - Bridgend and Neath Port Talbot

**Internet address(es)**

Main address



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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0274](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0274)

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

Newport City Council

Civic Centre

Newport

NP20 4UR

### **Email**

[procurement@newport.gov.uk](mailto:procurement@newport.gov.uk)

### **Telephone**

+44 1633656656

### **Fax**

+44 1443863167

### **Country**

United Kingdom

### **NUTS code**

UKL21 - Monmouthshire and Newport

### **Internet address(es)**

Main address

[www.newport.gov.uk](http://www.newport.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0273](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0273)

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

Pembrokeshire County Council

County Hall, Haverfordwest

Pembrokeshire

SA61 1TP

#### **Email**

[nigel.morgan@pembrokeshire.gov.uk](mailto:nigel.morgan@pembrokeshire.gov.uk)

#### **Telephone**

+44 1437775905

#### **Fax**

+44 1437776510

#### **Country**

United Kingdom

#### **NUTS code**

UKL14 - South West Wales

#### **Internet address(es)**

Main address

[www.pembrokeshire.gov.uk](http://www.pembrokeshire.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0255](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0255)

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

Powys County Council

County Hall

Llandrindod Wells

LD1 5LG

**Email**

[Procurement@powys.gov.uk](mailto:Procurement@powys.gov.uk)

**Telephone**

+44 01597826000

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL24 - Powys

**Internet address(es)**

Main address

[www.powys.gov.uk](http://www.powys.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0354](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0354)

**I.1) Name and addresses**

City & County of Swansea

Civic Centre

Swansea

SA1 3SN

**Email**

[Procurement@Swansea.gov.uk](mailto:Procurement@Swansea.gov.uk)

**Telephone**

+44 1792637242

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL18 - Swansea

**Internet address(es)**

Main address

<http://www.swansea.gov.uk/dobusiness>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0254](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0254)

**I.1) Name and addresses**

Vale of Glamorgan Council

Civic Offices, Holton Road

BARRY

CF63 4RU

**Email**

[procurement@valeofglamorgan.gov.uk](mailto:procurement@valeofglamorgan.gov.uk)

**Telephone**

+44 1446700111

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL22 - Cardiff and Vale of Glamorgan

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0275](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0275)

**I.1) Name and addresses**

Torfaen County Borough Council

Civic Centre, Pontypool

Torfaen

NP4 6YB

**Email**

[stephen.chambers@torfaen.gov.uk](mailto:stephen.chambers@torfaen.gov.uk)

**Telephone**

+44 1495762200

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL16 - Gwent Valleys

**Internet address(es)**

Main address

[www.torfaen.gov.uk](http://www.torfaen.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0498](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0498)

**I.1) Name and addresses**

Wrexham County Borough Council

Commissioning Procurement and Contract Management Unit, Lampbit Street

Wrexham

LL11 1AR

**Email**

[procurement@wrexham.gov.uk](mailto:procurement@wrexham.gov.uk)

**Telephone**

+44 1978292798

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL23 - Flintshire and Wrexham

**Internet address(es)**

Main address

[www.wrexham.gov.uk](http://www.wrexham.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0264](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0264)

**I.1) Name and addresses**

WLGA

One Canal Parade, Dumballs Road

Cardiff

CF10 5BF

**Email**

[enquiries@wlga.gov.uk](mailto:enquiries@wlga.gov.uk)

**Telephone**

+44 2920468600

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL - Wales

**Internet address(es)**

Main address

[www.wlga.wales](http://www.wlga.wales)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0263](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0263)

**I.1) Name and addresses**

Natural Resources Wales

Ty Cambria House, 29 Newport Road

Cardiff

CF24 0TP

**Email**

[procurement.enquiries@cyfoethnaturiolcymru.gov.uk](mailto:procurement.enquiries@cyfoethnaturiolcymru.gov.uk)

**Telephone**

+44 3000653000

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL - Wales

**Internet address(es)**

Main address

<http://naturalresourceswales.gov.uk>



Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0110](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0110)

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

Pobl Group Ltd

Pobl House, Phoenix Way

Swansea

SA7 9EQ

#### **Email**

[procurement.helpdesk@poblgroup.co.uk](mailto:procurement.helpdesk@poblgroup.co.uk)

#### **Telephone**

+44 1792460609

#### **Fax**

+44 1437776510

#### **Country**

United Kingdom

#### **NUTS code**

UKL18 - Swansea

#### **Internet address(es)**

Main address

<http://poblgroup.co.uk>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0512](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0512)

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

Linc-Cymru Housing Association Ltd

387 Newport Road

Cardiff

CF24 1GG

**Email**

[procurement@linc-cymru.co.uk](mailto:procurement@linc-cymru.co.uk)

**Telephone**

+44 2920473767

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL - Wales

**Internet address(es)**

Main address

<http://www.linc-cymru.co.uk>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0650](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0650)

**I.1) Name and addresses**

Transport for Wales

3 Llys Cadwyn, Taff Street

Pontypridd

CF37 4TH

**Email**

[procurement@transportfor.wales](mailto:procurement@transportfor.wales)

**Telephone**

+44 2921673434

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UKL - Wales

**Internet address(es)**

Main address

[https://tfw.wales/?gclid=EAlaIQobChMIq42zsLCL\\_QIVQ-7tCh2Nnw5fEAAAYASAAEgKQ6PD\\_BwE](https://tfw.wales/?gclid=EAlaIQobChMIq42zsLCL_QIVQ-7tCh2Nnw5fEAAAYASAAEgKQ6PD_BwE)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA50685](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA50685)

**I.1) Name and addresses**

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

4-5 Charnwood Court,, Heol Billingsley, Parc Nantgarw

Cardiff

CF15 7QZ

**Email**

[procurement@nwssp.nhs.wales](mailto:procurement@nwssp.nhs.wales)

**Telephone**

+44 1443848585

**Fax**

+44 1437776510

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://nwssp.nhs.wales/ourservices/procurement-services/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

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

The contract involves joint procurement

**I.3) Communication**

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

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

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://supplierlive.proactisp2p.com/Account/Login>

#### **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**

The Supply of Pre-Prepared Sandwiches, Pre-Prepared Goods, Sandwich Fillings, Buffets and Concept Foods

Reference number

CCBC/PS2395/23/RJ

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

- 15000000 - Food, beverages, tobacco and related products

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

Supplies

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

The framework will be for the Supply of Pre-Prepared Sandwiches, Pre-Prepared Goods, Sandwich Fillings, Buffets and Concept Foods to the Councils listed in this notice and in the Invitation to Tender Document

### **II.1.5) Estimated total value**

Value excluding VAT: £1,520,000

### **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**

Pre-prepared Sandwiches

Lot No

1

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

- 15811510 - Sandwiches
- 15811511 - Prepared sandwiches

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

NUTS codes

- UKL - Wales

Main site or place of performance

Any establishment within the Welsh Public Sector as detailed in the ITT

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

The supply and delivery of Pre-packed, ready made sandwiches, wraps, Panini's, Toasties etc as and when required.

There should be a variety of ranges available including but not limited to Halal, Vegan and Vegetarian.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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 an extension of 24months available on the framework

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

Some items are listed in the ITT and framework documentation, this list of items is not exhaustive and items that are similar to those listed maybe added or removed from the agreement as and when required

### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

### **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**

## Pre-prepared Goods

Lot No

2

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

- 15851210 - Prepared pasta
- 15851200 - Prepared pasta and couscous
- 15613310 - Prepared breakfast cereals
- 03221320 - Salad leaves

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

NUTS codes

- UKL - Wales

Main site or place of performance

Any establishment within the Welsh Public Sector as detailed in the ITT

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

The supply and delivery of Pre-prepared Salad pots, Pasta Pots, Granola pots with yoghurt, Fruit pots / Bags etc as and when required.

There should be a variety of ranges available including but not limited to Allergen Free, Halal, Vegan and Vegetarian.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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 an extension of 24months available on the framework

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Some items are listed in the ITT and framework documentation, this list of items is not exhaustive and items that are similar to those listed maybe added or removed from the agreement as and when required

#### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

#### **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**

Sandwich Fillings

Lot No

3

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

- 15871274 - Sandwich spreads
- 15894600 - Sandwich fillings

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

NUTS codes

- UKL - Wales

Main site or place of performance

Any establishment within the Welsh Public Sector as detailed in the ITT

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

The supply and delivery of ready made sandwich fillings as and when required.

There should be a variety of ranges available including but not limited to Halal, Vegan and Vegetarian.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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 an extension of 24months available on the framework

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

Some items are listed in the ITT and framework documentation, this list of items is not exhaustive and items that are similar to those listed maybe added or removed from the agreement as and when required

#### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

#### **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**

Buffets

Lot No

4

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

- 15000000 - Food, beverages, tobacco and related products
- 15800000 - Miscellaneous food products

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

NUTS codes

- UKL - Wales

Main site or place of performance

Any establishment within the Welsh Public Sector as detailed in the ITT

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

The supply and delivery of buffets and lunches including hot and cold drinks as and when required.

There should be a variety of ranges available including but not limited to Halal, Vegan and

Vegetarian.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

#### **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 an extension of 24months available on the framework

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Some items are listed in the ITT and framework documentation, this list of items is not exhaustive and items that are similar to those listed maybe added or removed from the agreement as and when required

#### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

#### **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**

Concept Foods

Lot No

5

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

- 15800000 - Miscellaneous food products
- 15000000 - Food, beverages, tobacco and related products
- 15894000 - Processed food products

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

NUTS codes

- UKL - Wales

Main site or place of performance

Any establishment within the Welsh Public Sector as detailed in the ITT

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

The Concept foods lot will be for suppliers to provide an all-in-one product including marketing materials, packaging, products, and cooking equipment to prepare the meals / items.

The cooking equipment shall be provided free on loan.

The offering of the products should be from a range of International Cuisines and include Vegan, vegetarian and halal options.

The products provided for service within the equipment will require all allergy requirements to be met on the on packaging and the packaging must be recyclable in line with the sustainability section of the specification.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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 an extension of 24months available on the framework

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

Some items are listed in the ITT and framework documentation, this list of items is not exhaustive and items that are similar to those listed maybe added or removed from the agreement as and when required

### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

### **II.2.13) Information about European Union Funds**

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

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## **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

All companies applying for a place on the framework must be of a food hygiene rating of 3 or above as awarded by regional environmental health teams and recorded on the online portal.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As described in the ITT

#### **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

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## **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: 30

#### **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**

Originally published as:

Date

24 March 2023

Local time

12:00pm

Changed to:

Date

28 March 2023

Local time

10:00am

See the [change notice](#).



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

English, Welsh

**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

24 March 2023

Local time

12:00pm

Place

Online via the e-tender portal

Information about authorised persons and opening procedure

This will be as prescribed by the councils Standing Orders for Contracts

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The procurement will be assessed throughout its validity period to monitor its performance. It will then be extended in line with its terms or renewed and advertised as required.

### **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**

PLEASE NOTE REGISTERING AN INTEREST IN THE SELL2WALES NOTICE IS NOT  
REGISTERING AN INTEREST IN THIS TENDER YOU MUST FOLLOW THE  
INSTRUCTIONS BELOW IN ORDER TO SUBMIT A TENDER:

1. Log in to the Proactis Supplier Portal at:  
<https://supplierlive.proactisp2p.com/Account/Login> ;
2. Click the 'Sign Up' option on the Portal homepage (If already registered go to point 11);
3. Enter your correct Organisation Name, Details and Primary Contact Details;
4. Make a note of the Organisation ID and User Name, then click 'Register';
5. You will then receive an email from the system asking you follow a link to activate your account;
6. Enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details;
7. In the Classification section ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice, it is essential that only CPV Codes specific

to your organisation are added to your profile;

8. Buyer Selection — At this stage you are required to indicate which Buyer Organisations you would like to register with. Remember to register with Caerphilly this ensures that you will be alerted to all relevant opportunities;

9. Terms and Conditions — Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage;

10. Insert a password for the admin user and repeat it. The password Must be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed select 'Complete Registration' and you will enter the Supplier Home page;

11. From the Home Page, go to the 'Opportunities' icon, all current opportunities will be listed.

Click on the blue arrow under the field 'Show Me' of the relevant opportunity then click to register your interest on the applicable button;

12. Refresh your screen by clicking on the opportunities icon located on the left hand side, to view the opportunity click the blue arrow;

13. Note the closing date for completion of the relevant project. To find all available documentation drop-down the 'Request Documents' option and click to download all documents;

14. You can now either complete your response or 'Decline' this opportunity.

All queries are to be made via the messaging system on the Proactis portal. We will not accept any questions/queries via telephone/email.

A supplier guide is available via the portal detailing how to use the Proactis Plaza system.

If you require assistance please contact the team on 01443 863161.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at [https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=129008](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=129008).

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and

environmental considerations. The Community Benefits included in this contract are:

As per the ITT and its Social Value documentation

(WA Ref:129008)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom