

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): ocds-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

Telephone

+44 1443863062

Fax

+44 1443863167

Country

United Kingdom

NUTS code

UKL16 - Gwent Valleys

Internet address(es)

Main address

www.caerphilly.gov.uk

Buyer's address

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

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

I.1) Name and addresses

Cardiff Council

County Hall, Atlantic Wharf

Cardiff

CF10 4UW

Email

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

Buyer's address

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

Telephone

+44 1656642596

Country

United Kingdom

NUTS code

UKL17 - Bridgend and Neath Port Talbot

Internet address(es)

Main address

www.bridgend.gov.uk

Buyer's address

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

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

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

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

I.1) Name and addresses

Caerphilly County Borough Council

Penallta House, Tredomen Park, Ystrad Mynach

Hengoed

CF82 7PG

Email

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

Buyer's address

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

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

I.1) Name and addresses

Carmarthenshire County Council

County Hall

Carmarthen

SA31 1JP

Email

Procurement@carmarthenshire.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

Buyer's address

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

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

I.1) Name and addresses

Conwy County Borough Council

Bodlondeb, Bangor Road

Conwy

LL32 8DU

Email

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

I.1) Name and addresses

Denbighshire County Council

Wynnstay Road

Ruthin

LL15 1YN

Email

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

Buyer's address

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

Telephone

+44 1352701814

Fax

+44 1443863167

Country

United Kingdom

NUTS code

UKL23 - Flintshire and Wrexham

Internet address(es)

Main address

www.flintshire.gov.uk

Buyer's address

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

Telephone

+44 1286679787

Fax

+44 1443863167

Country

United Kingdom

NUTS code

UKL12 - Gwynedd

Internet address(es)

Main address

www.gwynedd.llyw.cymru

Buyer's address

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

Telephone

+44 1248750057

Fax

+44 1443863167

Country

United Kingdom

NUTS code

UKL11 - Isle of Anglesey

Internet address(es)

Main address

www.anglesey.gov.uk

Buyer's address

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

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

I.1) Name and addresses

Neath Port Talbot County Borough Council

Civic Centre

Port Talbot

SA13 1PJ

Email

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

I.1) Name and addresses

Newport City Council

Civic Centre

Newport

NP20 4UR

Email

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

Buyer's address

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

Telephone

+44 1437775905

Fax

+44 1437776510

Country

United Kingdom

NUTS code

UKL14 - South West Wales

Internet address(es)

Main address

www.pembrokeshire.gov.uk

Buyer's address

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

Telephone

+44 01597826000

Fax

+44 1437776510

Country

United Kingdom

NUTS code

UKL24 - Powys

Internet address(es)

Main address

www.powys.gov.uk

Buyer's address

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

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

I.1) Name and addresses

Vale of Glamorgan Council

Civic Offices, Holton Road

BARRY

CF63 4RU

Email

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

I.1) Name and addresses

Torfaen County Borough Council

Civic Centre, Pontypool

Torfaen

NP4 6YB

Email

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

Buyer's address

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

Telephone

+44 1978292798

Fax

+44 1437776510

Country

United Kingdom

NUTS code

UKL23 - Flintshire and Wrexham

Internet address(es)

Main address

www.wrexham.gov.uk

Buyer's address

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

Telephone

+44 2920468600

Fax

+44 1437776510

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

www.wlga.wales

Buyer's address

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

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

I.1) Name and addresses

Pobl Group Ltd

Pobl House, Phoenix Way

Swansea

SA7 9EQ

Email

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

I.1) Name and addresses

Linc-Cymru Housing Association Ltd

387 Newport Road

Cardiff

CF24 1GG

Email

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

I.1) Name and addresses

Transport for Wales

3 Llys Cadwyn, Taff Street

Pontypridd

CF37 4TH

Email

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

Buyer's address

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

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

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

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

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

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

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.

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