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Tender

## **Seed Potato Labels and Printer Consumables**

Scottish Government

F02: Contract notice

Notice identifier: 2023/S 000-005058

Procurement identifier (OCID): ocds-h6vhtk-03a6ee

Published 20 February 2023, 3:31pm

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Email**

[ross.cameron@gov.scot](mailto:ross.cameron@gov.scot)

#### **Telephone**

+44 1412420133

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**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/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/web/login.html>

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

## **Section II: Object**

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

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

Seed Potato Labels and Printer Consumables

Reference number

Case 613691

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

- 30199760 - Labels

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

Supplies

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

The Scottish Government has a requirement to place a contract with an external service provider for the provision of Seed Potato Labels and Printer Consumables.

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

Value excluding VAT: £160,000

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

This contract is divided into lots: No

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

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

- 30192320 - Printer ribbons
- 33141118 - Wipes
- 22458000 - Bespoke printed matter

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

NUTS codes

- UKM - Scotland

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

The Science and Advice for Scottish Agriculture (SASA) is a Division of the Scottish Government Directorate for Agriculture, Food and Rural Communities. As the Certifying Authority it is responsible for the management and administration of the Seed Potato Classification Scheme (SPCS).

Before seed potatoes can be marketed they must be inspected and their containers sealed with an official label that confirms the details of the potatoes, and that they meet the required standards. Growers apply for the appropriate quantity of labels and these are printed at the Directorate's Area Offices located in Inverurie (Aberdeenshire), Perth and Inverness. Details of the seed potato consignment are printed onto the front of the labels using thermal transfer printers and then despatched to, or collected by, the grower.

The work is seasonal and applications for labels are received between September and May. On a busy day Perth or Inverurie Area offices can print up to 80,000 labels.

In total approximately 2,064,000 labels are issued annually.

The contract will not be limited to the Supply of labels, Printing consumables are included also (Carbon Ribbons & Print Head Cleaning Cards & Wipes).

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £160,000

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

Start date

15 May 2023

End date

14 May 2026

This contract is subject to renewal

Yes

Description of renewals

The Purchaser may, by giving notice to the Supplier, extend the period of the Contract to a date falling no later than 14 May 2027. Subject to that constraint, the Purchaser may extend the period of the Contract on more than one occasion

#### **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

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

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

List and brief description of selection criteria

Bidders must demonstrate a Current Ratio of no less than 1

Current Ratio will be calculated as follows:

Total current assets divided by Total current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

Minimum level(s) of standards possibly required

Public Liability Insurance - A sum not less than 2 Million GBP

Professional Indemnity Insurance A sum not less than 2 Million GBP

Employers Liability Insurance - A sum not less than 1 Million GBP

Such insurance must be maintained for the duration of the Contract and for a minimum of 5 years following the expiry or termination of the

Contract.

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

List and brief description of selection criteria

4C.1.2 Experience and Examples Tenderers must provide an overview and 1 examples which

demonstrate their experience in providing similar services.

4C.4 Supply Chain Management and Prompt Payment of subcontractors- Tenderers must provide a statement of the relevant supply chain

management and/or tracking systems as detailed within the Single Procurement Document, of the Invitation to Tender document.

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

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

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

## **Section IV. Procedure**

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

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

Open procedure

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

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

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

Date

23 March 2023

Local time

12:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

23 March 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

Tender responses are to be submitted via the PCS-Tender system

Samples of materials will be required from companies submitting tenders (free of charge) in sufficient quantity to enable print testing. The resultant labels will be tested against the above criteria and scored accordingly. (see Specification of Requirements and Q.A1 Evaluation & Award document)

Samples should be sent by post to:

Marc Jones

Procurement Specialist

Scottish Government

Scottish Procurement and Property Directorate (SPPD)

Victoria Quay

Edinburgh

EH6 6QQ

Please ensure samples are clearly marked with your company details. should arrive at the above address, no later than 12:00 Thursday 23 March 2023

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23562. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

(SC Ref:723201)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH11LB

Country

United Kingdom