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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

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

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

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

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