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Tender

## **Food and Catering Supplies Tender**

Swindon Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-009877

Procurement identifier (OCID): ocds-h6vhtk-02ae06

Published 6 May 2021, 4:20pm

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

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

Swindon Borough Council

Swindon Borough Council, Civic Offices, Euclid Street

Swindon

SN1 2JH

#### **Contact**

Ms Helen Orford

#### **Email**

[horford@swindon.gov.uk](mailto:horford@swindon.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKK14 - Swindon

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

[www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)

**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**

Food and Catering Supplies Tender

Reference number

DN542463

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

- 15800000 - Miscellaneous food products

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

Supplies

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

Food and Catering Supplies

Swindon Borough Council invites expressions of interest from suitably qualified and experienced service providers for the provision of food, catering, cleaning and disposable products at Council locations within the Borough of Swindon.

Project Description

The framework agreement is for supply of food and catering products under the Lots below.

Each lot will be awarded to a single supplier. Potential suppliers can bid for one single, individual lot, or for multiple lots.

Lot 1 – Fresh Fruit and Vegetables (Value of Lot 1 2018-19: £80,000)

Lot 2 – Ambient, Dry and Chilled (Value of Lot 2 2018-19: £62,000)

Lot 3 – Frozen Foods and Ice Cream (Value of Lot 3 2018-19: £196,000)

Lot 4 – Soft Drinks and Snacks (Value of Lot 4 2018-19: £42,500)

Lot 5 – Disposables and Cleaning (Value of Lot 5 2018-19: £93,000)

Lot 6 – Frozen Iced Drinks (Value of Lot 6 2018-19: £5000)

Full details relating to the Goods are provided in the tender documents.

Period of Framework Agreement

Period of framework agreement.

The framework agreement is for an initial period of 36 months commencing 1st September 2021, with the option of a further 12 month extension.

To participate

Suppliers will need to Register as a Supplier with ProContract, [www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk), then Register an Interest before obtaining access to the tender documents. In the event of difficulties registering as a supplier, please refer to the System Administrator Proactis support team [ProContractSuppliers@proactis.com](mailto:ProContractSuppliers@proactis.com)

Tender Responses

Framework agreement responses are required to be submitted no later than Monday 7th June 2021, 14:00:00hrs, UK Local time via ProContract tender portal - <https://www.supplyingthesouthwest.org.uk/>

Tender Clarifications

If you require any clarifications on the tender documents, please submit these in writing via Messaging in ProContract tender portal, including the project reference and title clearly in the Subject title, by Friday 28th May 2021, 14:00:00hrs, UK Local time.

The Council's responses to these clarification questions will be issued periodically via Messaging in ProContract tender portal.

Please note that this project has been advertised on Find a Tender, Contracts Finder / other web portals, however, Supplying the South West Portal, <https://www.supplyingthesouthwest.org.uk/> is the only portal that includes all the relevant documents required to respond to this opportunity, bearing Project ID: DN542463.

No Tender submissions will be considered without completing the tender documents in full including attachments and returning them in alignment with the instructions within the tender documents.

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

Value excluding VAT: £2,080,000

#### **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**

Fresh Fruit and Vegetables

Lot No

1

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

- 15800000 - Miscellaneous food products

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

NUTS codes

- UKK14 - Swindon

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

Lot 1 – Fresh Fruit and Vegetables (Value of Lot 1 2018-19: £80,000)

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Option of a further 12 month extension.

### **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**

Ambient, Dry and Chilled

Lot No

2

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

- 15800000 - Miscellaneous food products

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

NUTS codes

- UKK14 - Swindon

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

Lot 2 – Ambient, Dry and Chilled (Value of Lot 2 2018-19: £62,000)

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Option of a further 12 month extension.

### **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**

Frozen Foods and Ice Cream

Lot No

3

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

- 15800000 - Miscellaneous food products

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

NUTS codes

- UKK14 - Swindon

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

Lot 3 – Frozen Foods and Ice Cream (Value of Lot 3 2018-19: £196,000)

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Option of a further 12 month extension.

#### **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**

Soft Drinks and Snacks

Lot No

4



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

- 15800000 - Miscellaneous food products

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

NUTS codes

- UKK14 - Swindon

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

Lot 4 – Soft Drinks and Snacks (Value of Lot 4 2018-19: £42,500)

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Option of a further 12 month extension.

### **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**

Disposables and Cleaning

Lot No

5

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

- 39222000 - Catering supplies

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

NUTS codes

- UKK14 - Swindon

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

Lot 5 – Disposables and Cleaning (Value of Lot 5 2018-19: £93,000)

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Option of further 12 month extension.

### **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**

Frozen Iced Drinks

Lot No

6

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

- 15800000 - Miscellaneous food products
- 39222000 - Catering supplies

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

NUTS codes

- UKK14 - Swindon

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

Lot 6 – Frozen Iced Drinks (Value of Lot 6 2018-19: £5000)

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

Option of further 12 month extension.

**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 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

7 June 2021

Local time

2:00pm

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

English

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

Date

7 June 2021

Local time

3:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Swindon Borough Council

Swindon

Country

United Kingdom