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Tender

Supply and Delivery of Community Meals

Scotland Excel

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2024/S 000-010882

Procurement identifier (OCID): ocds-h6vhtk-038623

Published 4 April 2024, 10:41am

Section I: Contracting authority

I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

Email

socialcare@scotland-excel.org.uk

Telephone

+44 1414888230

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.scotland-excel.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10383

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/esop/pts-host/public/pts/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/esop/pts-host/public/pts/web/login.html>

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://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Supply and Delivery of Community Meals

Reference number

1922

II.1.2) Main CPV code

- 55521100 - Meals-on-wheels services

II.1.3) Type of contract

Services

II.1.4) Short description

This framework will provide councils and other participating bodies with a mechanism to procure a range of well-balanced, healthy and nutritious community meals delivered to people in their own homes, community venues and council premises.

II.1.5) Estimated total value

Value excluding VAT: £18,600,000

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

Meal Delivery to Customers at Home/ Nominated Premises with Welfare Check

Lot No

2

II.2.2) Additional CPV code(s)

- 55521200 - Meal delivery service
- 85312000 - Social work services without accommodation
- 85312200 - Homedelivery of provisions
- 85312400 - Welfare services not delivered through residential institutions
- 55320000 - Meal-serving services
- 15894200 - Prepared meals
- 15894300 - Prepared dishes
- 15880000 - Special nutritional products
- 15894000 - Processed food products
- 15896000 - Deep-frozen products
- 15811510 - Sandwiches

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations within Scotland.

II.2.4) Description of the procurement

Meal Delivery Service to Customers at Home or Council Nominated Premises including welfare check. The Sub-Lots under this lot include: Sub-Lot 2.1 Ambient Meals, Sub-Lot 2.2 Chilled and/or Fresh Meals, Sub-Lot 2.3 Frozen Meals, Sub-Lot 2.4 Hot Meals and Sub-Lot 2.5 Part-prepared Meals.

II.2.7) Duration of the contract or the framework agreement

Duration in months

60

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.2.14) Additional information

The Flexible Framework Agreement period may be for a maximum duration of 60 months (5 years). The initial period of the Flexible Framework Agreement will run for 36 months (3 years) from the commencement date with an option to extend for up to a further two 12-month periods subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of Scotland Excel.

II.2) Description**II.2.1) Title**

Bulk Delivery of Meals to a Central Distribution Point

Lot No

1

II.2.2) Additional CPV code(s)

- 55521200 - Meal delivery service
- 15894200 - Prepared meals
- 15894300 - Prepared dishes
- 15880000 - Special nutritional products
- 15894000 - Processed food products
- 15896000 - Deep-frozen products
- 15811510 - Sandwiches

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations within Scotland.

II.2.4) Description of the procurement

Bulk delivery of a range of community meals delivered to community venues and council nominated premises. There are no sub-lots under this lot.

II.2.7) Duration of the contract or the framework agreement

Duration in months

60

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.2.14) Additional information

The Flexible Framework Agreement period may be for a maximum duration of 60 months (5 years). The initial period of the Flexible Framework Agreement will run for 36 months (3 years) from the commencement date with an option to extend for up to a further two 12-month periods subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of Scotland Excel.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

The qualification criteria including those applicable to: Economic and Financial Standing and Technical and Professional Ability are set out in the Contract Notice Attachment and in the Procurement Documents both of which can be found in the relevant project on PCS-T for this procurement exercise.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

For full details of the conditions relevant to the proposed Flexible Framework Agreement and Contracts to be called-off thereunder, please see the procurement documents (details of how to access these are outlined on "Section 1.3 Communication" of this Contract Notice).

Tenderers require to confirm their acceptance of the terms and conditions. TENDERS MADE SUBJECT TO CONDITIONS MAY NOT BE CONSIDERED AND MAY BE REFUSED ON THE GROUNDS OF SUCH CONDITIONS ALONE.

Further details are listed in the Contract Notice Attachment which can be found in the relevant project on PCS-T for this procurement exercise.

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Open procedure

IV.1.3) Information about a framework agreement

The procurement involves the establishment of a framework agreement

In the case of framework agreements, provide justification for any duration exceeding 4 years:

Utilising the flexibility of Light Touch Regime a longer duration is considered appropriate, as it provides market stability in conjunction with the flexible framework agreement permitting re-opening for new or varied provision throughout period.

IV.1.11) Main features of the award procedure

In accordance with Regulation 76 (10) of the Public Contracts (Scotland) Regulations 2015, the weightings which will be applied to establish which tenders represent the best price quality ratio taking into account quality and sustainability criteria for the services, for each lot are:

Lot 1 – Price: 70 / Quality: 30

Lot 2 (All Sub-lots: 2.1,2.2,2.3, 2.4 and 2.5) – Price: 60 / Quality: 40

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-032651](#)

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

Date

7 May 2024

Local time

12:00pm

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

English

Section VI. Complementary information

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

Full details of the requirements of this Flexible Framework Agreement (including permitted variations and contract conditions) are available in the Procurement Documents within the relevant project on PCS-T.

This public tender is being conducted in accordance with the “Light Touch Regime” provided for under Regulations 74-76 of the Public Contracts (Scotland) Regulations 2015, for Social and Other Specific Services, and is primarily following the Open Procedure under the Regulations, with variations to establish a Flexible Framework Agreement which is similar to a Framework Agreement under Regulation 34, with variations. As detailed in the Procurement Documents, the variations allow for the Flexible Framework Agreement to be re-opened for the admission of New Entrants, and allow appointed Suppliers to vary their service offerings in accordance with the Conditions of Contract.

Scotland Excel, as a central purchasing body, is establishing this flexible framework for the use and benefit of its members namely 32 local authorities in Scotland, Tayside Contracts, associate members, together with any Integration Authority, or other body, established pursuant to the Public Bodies (Joint Working) (Scotland) Act 2014. Scotland Excel local authority members and associate members entitled to use this framework, are listed at http://www.scotlandexcel.org.uk/home/Aboutus/Ourmembers/Our_members.aspx

The above is subject to each contracting authority entering into and maintaining a membership agreement or other access agreement with Scotland Excel.

Variants will be accepted: Yes - Lot 1 only

The minimum requirements to be met by variants in Lot 1 are adherence to the minimum requirements for qualification set out in this Notice and the Contract Notice Attachment, and include any other minimum requirements specified in the Procurement Documents.

IMPORTANT NOTE FOR TENDERERS: Tenderers should note the specific requirements and evaluation approaches applicable to this tender as set out in the Procurement Documents. Further information and instructions are contained within the Procurement Documents.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25595. 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>

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

In accordance with section 25(3) of the Procurement Reform (Scotland) Act 2014 note that, Scotland Excel intends to include community

benefit requirements as set out in the Procurement Documents.

(SC Ref:750957)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI 2015/446) (as amended) may bring proceedings in the Sheriff Court or the Court of Session.