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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](mailto: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](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

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## **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.

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## **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.

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## **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

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## **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](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.