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Planning

## **Aroma Cups and Accessories**

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-013041

Procurement identifier (OCID): ocds-h6vhtk-045438

Published 22 April 2024, 4:55pm

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

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

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

4-5 Charnwood Court,, Heol Billingsley, Parc Nantgarw

Cardiff

CF15 7QZ

#### **Email**

[iliass.dadda@wales.nhs.uk](mailto:iliass.dadda@wales.nhs.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

<http://nwssp.nhs.wales/ourservices/procurement-services/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

## **I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

## **I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

## **I.5) Main activity**

Health

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## **Section II: Object**

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

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

Aroma Cups and Accessories

Reference number

CAV-OJEU-PROJECT\_56191

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

- 39310000 - Catering equipment

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

Supplies

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

The Cardiff and Vale University Health Board (the Health Board) is seeking proposals from suppliers for the provision of disposable coffee cups to be used across its facilities. The purpose of this tender is to select a supplier who can meet the Health Board's requirements for sustainable, high-quality disposable coffee cups.

Scope:

The selected supplier shall provide disposable coffee cups of various sizes and designs suitable for use in the Health Board's coffee shops and other designated areas. The scope of work includes but is not limited to:

Supplying disposable coffee cups in bulk quantities as per the Health Board's requirements.

Ensuring that the coffee cups meet all relevant health and safety standards.

Providing options for eco-friendly and sustainable coffee cup materials.

Offering customisation options for branding or labeling on the coffee cups if required.

Assisting with the disposal or recycling of used coffee cups in an environmentally responsible manner.

#### Technical Specification:

The disposable coffee cups must be leak-proof and suitable for both hot and cold beverages.

Cups should be made from sustainable materials such as biodegradable paper or compostable PLA (Polylactic Acid).

Capacity options should range from small (6 oz) to large (16 oz) to accommodate different serving sizes.

Designs should be aesthetically pleasing and consistent with the Health Board's branding guidelines of the outlet Aroma.

Lids compatible with the cups should be provided to prevent spillage and maintain beverage temperature.

#### Delivery and Distribution:

The supplier should offer timely delivery of the disposable coffee cups to various locations within the Health Board's premises.

Distribution logistics should be efficient to ensure adequate stock levels are maintained at all times.

#### Quality Assurance:

The supplier must guarantee the quality and integrity of the disposable coffee cups supplied.

Regular quality checks should be conducted to ensure consistency in material, construction, and performance.

Any defects or issues with the coffee cups should be promptly addressed and resolved by the supplier.

#### Environmental Consideration:

Preference will be given to suppliers who offer environmentally friendly options and demonstrate a commitment to sustainability.

Suppliers should provide information on the environmental impact of their products and any initiatives to reduce carbon footprint.

## Evaluation Criteria:

Proposals will be evaluated based on factors such as product quality, sustainability, pricing, delivery capabilities, and supplier reliability.

The Health Board reserves the right to conduct site visits, request samples, or seek clarification on any aspect of the proposals before making a final decision.

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

Value excluding VAT: £400,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 39220000 - Kitchen equipment, household and domestic items and catering supplies
- 39222000 - Catering supplies
- 39222100 - Disposable catering supplies
- 39310000 - Catering equipment
- 39311000 - Light catering equipment
- 55500000 - Canteen and catering services
- 55520000 - Catering services

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

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

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

Please note additional information on this procurement:

1. The Contracting Authority reserves the right to award the contract in whole, in part or annul the

tendering process and not award any contract.

2. Bidders should note that they will be required to enter into terms and conditions of contract as

set out in the ITT and that save for matters of clarification or consistency the Contracting Authority

will not negotiate the terms.

3. The Contracting Authority will not accept completed ITT's after the stated closing date.

4. All documents to be priced (where applicable) in sterling and all payments made in sterling.

5. All tender costs and liabilities incurred by bidders shall be the sole responsibility of the bidders.

6. Prospective suppliers should note that NHS Shared Services Partnership - Procurement Services is

acting on behalf of Cardiff and Vale University Local Health Board.

7. Bidders wishing to participate should contact [Andrew.Pritchard@wales.nhs.uk](mailto:Andrew.Pritchard@wales.nhs.uk) & [Iliass.dadda@wales.nhs.uk](mailto:Iliass.dadda@wales.nhs.uk)

### **II.3) Estimated date of publication of contract notice**

22 May 2024

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## **Section IV. Procedure**

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

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

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=140901](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=140901).

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