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Tender

Provision of Fresh Fruit, Vegetables, Bakery Products, Eggs and Milk

Scottish Borders Council

F02: Contract notice

Notice identifier: 2023/S 000-013174

Procurement identifier (OCID): ocids-h6vhtk-03aedb

Published 9 May 2023, 3:59pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Borders Council

Council Headquarters

Newtown St Boswells

TD6 0SA

Email

procurement@scotborders.gov.uk

Telephone

+44 1835824000

Country

United Kingdom

NUTS code

UKM91 - Scottish Borders

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00394

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

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

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Fresh Fruit, Vegetables, Bakery Products, Eggs and Milk

Reference number

1000999

II.1.2) Main CPV code

- 03221200 - Fruit vegetables

II.1.3) Type of contract

Supplies

II.1.4) Short description

This Contract is for the supply and distribution of Fresh Fruit, Vegetables, Bakery Products, Eggs and Milk to Scottish Borders Council. Deliveries to be made to establishments across Scottish Borders Council area within agreed delivery schedules.

II.1.5) Estimated total value

Value excluding VAT: £1,278,162

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 03221200 - Fruit vegetables
- 15612500 - Bakery products
- 03142500 - Eggs
- 03200000 - Cereals, potatoes, vegetables, fruits and nuts

- 03212000 - Potatoes and dried vegetables
- 03221000 - Vegetables
- 15511000 - Milk
- 03333000 - Fresh cows' milk

II.2.3) Place of performance

NUTS codes

- UKM91 - Scottish Borders

Main site or place of performance

Throughout the Scottish Borders region.

II.2.4) Description of the procurement

This Contract is for the supply and distribution of Fresh Fruit, Vegetables, Bakery Products, Eggs and Milk to Scottish Borders Council. Deliveries to be made to establishments across the Council within agreed delivery schedules.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £1,278,162

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

Start date

1 August 2023

End date

31 July 2026

This contract is subject to renewal

Yes

Description of renewals

There is the option to extend this Contract for a further one year period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

We would like to invite tenderers to provide details of non core products that they can supply to Scottish Borders Council along with pricing.

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

Insurance

The Bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of:

Employer's (Compulsory) Liability - Minimum amount GBP5,000,000

Public Liability Insurance - Minimum amount GPB5,000,000

Product Liability Insurance - Minimum amount GBP5,000,000

Motor Vehicle Insurance (Statutory Third Party) - Minimum amount GBP2,000,000

Accounts

Other Economic or Financial Requirements

Tenderers will be subject to a Credit Safe Check to assess the economic financial Standing. Tenderers are required to obtain a Credit Safe Rating ≥ 35 . Tenderers will be required to co-operate with the Council and may be asked to provide copies of their last 2 financial audited accounts to assist with this process.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Relevant Examples

For public supply and public service contracts only, please provide relevant examples of supplies and/or services carried out during the last three years as specified (Examples from both public and/or private sector customers and clients may be provided). A minimum number of two relevant examples are required.

Requirement: Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in the Statement of Requirements.

Environmental Management Measures

Please provide details of the environmental management measures which the bidder will be able to use when performing the contract:

Requirement: Bidders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate emergency and how they will respond. Accepted evidence includes but is not limited to: a completed copy of the Bidder 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

Subcontracting Proportion

Please provide details of the proportion (i.e. percentage) of the contract that you intend to subcontract:

Requirement: Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of 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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-006655](#)

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

Date

12 June 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

Tender must be valid until: 11 September 2023

IV.2.7) Conditions for opening of tenders

Date

13 June 2023

Local time

9:00am

Place

Public Contracts Scotland Website.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: It is anticipated that a Prior Information Notice will be issued for the next tender process in March 2027.

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

Scottish Borders Council intend to award this Contract for a three year period with the option to renew for a further 12 months.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at
https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=728722.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at
https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

Scottish Borders Council is committed to maximising community benefit from its procurement activities. Under this procurement, the contractor and associated supply chain will be required to support the outcomes set out in the Scottish Borders Council Plan. Accordingly contract performance conditions may relate in particular to social, economic and environmental considerations.

(SC Ref:728722)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=728722

VI.4) Procedures for review

VI.4.1) Review body

Jedburgh Sheriff Court and Justice of the Peace Court

Castlegate

Jedburgh

TD8 6AR

Telephone

+44 1835863231

Country

United Kingdom