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Tender

## **01813 Provision of Milk and Dairy Products to the Scottish Prison Service**

Scottish Prison Service

F02: Contract notice

Notice identifier: 2021/S 000-015413

Procurement identifier (OCID): ocds-h6vhtk-02c3a8

Published 5 July 2021, 4:45pm

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

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

Scottish Prison Service

Calton House, 5 Redheughs Rigg

Edinburgh

EH12 9HW

#### **Contact**

Jenny Cleworth

#### **Email**

[Jennifer.Cleworth@sps.pnn.gov.uk](mailto:Jennifer.Cleworth@sps.pnn.gov.uk)

#### **Telephone**

+44 1313303778

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00384](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00384)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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>

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

National or federal Agency/Office

**I.5) Main activity**

Public order and safety

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## **Section II: Object**

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

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

01813 Provision of Milk and Dairy Products to the Scottish Prison Service

Reference number

01813

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

- 15550000 - Assorted dairy products

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

Supplies

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

The Scottish Prison Service currently have an ongoing requirement for the provision of milk and dairy products. The Contract Term shall be for an initial period of 3 years with the option to extend by up to an additional 4 years on a 2 year + 2 year basis.

The intention of this Invitation to Tender is to award Contract(s) for the supply and provision of a range of Milk and Dairy products to any SPS Sites which require such Goods. This includes the supply of milk, cheese, yogurt, butter, margarine and cream.

#### **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**

01813A Provision of Milk and Dairy Products (Multi-Site)

Lot No

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

- 15550000 - Assorted dairy products

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

NUTS codes

- UKM - Scotland

Main site or place of performance

HMP Barlinnie

HMP Greenock

HMP Low Moss

HMP Shotts

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

The SPS has commenced this procurement process in good faith and with the intention of awarding a contract. Following publication of the Contract Notice, an Invitation to Tender (ITT) including the Single Procurement Document (Scotland) will be published by SPS and will be made available to bidders. Tender responses will then be evaluated by the SPS in accordance with the ITT.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract has the option to be extended by up to an additional 4 years on a 2 year + 2 year basis.

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

Variants will be accepted: No

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

Options: No

#### **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**

01813B Provision of Milk and Dairy Products (Multi-Site)

Lot No

2

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

- 15550000 - Assorted dairy products

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

NUTS codes

- UKM - Scotland

Main site or place of performance

SPS Headquarters - Calton House

SPS Fauldhouse - Central Stores

HMP Edinburgh

HMP & YOI Polmont

SPS College

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

The SPS has commenced this procurement process in good faith and with the intention of awarding a contract. Following publication of the Contract Notice, an Invitation to Tender (ITT) including the Single Procurement Document (Scotland) will be published by SPS and will be made available to bidders. Tender responses will then be evaluated by the SPS in accordance with the ITT.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended by up to an additional 4 years on a 2 year + 2 year basis.

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

Variants will be accepted: No

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

Options: No

#### **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**

01813C Provision of Milk and Dairy Products (Multi-Site)

Lot No

3

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

- 15550000 - Assorted dairy products

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

NUTS codes

- UKM - Scotland

Main site or place of performance

HMP & YOI Cornton Vale

HMP Glenochil

HMP Perth

SPS Open Estate Castle Huntly

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

The SPS has commenced this procurement process in good faith and with the intention of awarding a contract. Following publication of the Contract Notice, an Invitation to Tender (ITT) including the Single Procurement Document (Scotland) will be published by SPS and will be made available to bidders. Tender responses will then be evaluated by the SPS in accordance with the ITT.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended by up to an additional 4 years on a 2 year + 2 year basis.

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

Variants will be accepted: No

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

Options: No

#### **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**

01813D Provision of Milk and Dairy Products to HMP &YOI Grampian and HMP Inverness

Lot No

4

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

- 15550000 - Assorted dairy products

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

NUTS codes

- UKM - Scotland

Main site or place of performance

HMP & YOI Grampian



HMP Inverness

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

The SPS has commenced this procurement process in good faith and with the intention of awarding a contract. Following publication of the Contract Notice, an Invitation to Tender (ITT) including the Single Procurement Document (Scotland) will be published by SPS and will be made available to bidders. Tender responses will then be evaluated by the SPS in accordance with the ITT.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended by up to an additional 4 years on a 2 year + 2 year basis.

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

Variants will be accepted: No

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

Options: No

#### **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**

01813E Provision of Milk and Dairy Products to HMP Dumfries

Lot No

5

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

- 15550000 - Assorted dairy products

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

HMP Dumfries

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

The SPS has commenced this procurement process in good faith and with the intention of awarding a contract. Following publication of the Contract Notice, an Invitation to Tender (ITT) including the Single Procurement Document (Scotland) will be published by SPS and will be made available to bidders. Tender responses will then be evaluated by the SPS in accordance with the ITT.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended by up to an additional 4 years on a 2 year + 2 year basis.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**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 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

Financial information will be evaluated as Pass or Fail using turnover as a percentage of SPS business, the ratio between assets and liabilities, interest cover, gross margin and operating margin.

- Assessment will reflect SPS's consideration that there are no adverse financial factors noted and the bidder assessed as a low or acceptable level of commercial risk for SPS – (Pass).
- Where, in the view of the SPS the bidder has insufficient financial or economic resources to undertake a contract of this scale and/or the bidder's financial position is likely to put the contract at risk should they be awarded the contract, the SPS reserves the right to exclude (Fail) an organisation from the tender stage.
- Failure to provide the requested financial information will result in a Fail.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As stated in the procurement documents

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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.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 072-173442](#)

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

Date

13 August 2021

Local time

12:00pm

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

English

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

Date

13 August 2021

Local time

12:00pm

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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19148. 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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

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

Community benefits requirements have been included in the ITT. A summary of the key areas are as follows:

- Employment of new entrants (e.g. apprenticeships, work placements, other trainees, etc.);
- Engagement of Supported Business, Social Enterprise or Third Sector organisation
- Local economy engagement.

Other Community benefits proposals which will improve the economic, social or environmental wellbeing of the local area where the contract is being delivered.

(SC Ref:659636)

### VI.4) Procedures for review

#### VI.4.1) Review body

Edinburgh Sherriff Court

Edinburgh

Country

United Kingdom

Internet address

[www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court](http://www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court)