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Tender

## **Fresh Butcher Meat**

APUC LIMITED

F02: Contract notice

Notice identifier: 2023/S 000-016094

Procurement identifier (OCID): ocds-h6vhtk-03d440

Published 7 June 2023, 10:43am

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

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

APUC LIMITED

Unit 27, Stirling Business Centre, Wellgreen

STIRLING

FK82DZ

#### **Contact**

Louise Levens

#### **Email**

[llevens@apuc-scot.ac.uk](mailto:llevens@apuc-scot.ac.uk)

#### **Telephone**

+44 1314428940

#### **Country**

United Kingdom

**Region code**

UKM77 - Perth & Kinross and Stirling

**Companies House**

SC314764

**Internet address(es)**

Main address

<https://www.apuc-scot.ac.uk/>

**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>

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**

Other type

Education

**I.5) Main activity**

Education

## **Section II: Object**

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

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

Fresh Butcher Meat

Reference number

CAT1069 AP

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

- 15110000 - Meat

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

Supplies

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

The Authority are seeking Contractor(s) for the provision of Fresh Butcher Meat products to the Institutions and APUC Associate members located throughout Scotland.

The Authority are seeking to obtain, through this tendering process, price normalisation for all Institutions within a Lot - regardless of size and demand and across the Lots where no Lot is subsidised by a smaller or more geographically disperse Lot.

A maximum of 3 Contractors will be appointed per lot.

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

Value excluding VAT: £4,200,000

#### **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**

North Highland & Western Isles

Lot No

1

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

- 15100000 - Animal products, meat and meat products

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

NUTS codes

- UKM6 - Highlands and Islands

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

The scope of this agreement is the supply and delivery of a range of Fresh Butcher Meat Products and associated products, materials and services as detailed in the Invitation to Tender documents and appendices to multiple sites and locations across North Highland and Western Isles as detailed in Appendix E - List of Institutions.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for a period of up to 24 months subject to satisfactory performance and continued Institutions requirements.

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

Variants will be accepted: No

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

Options: No

### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Aberdeen & Grampians

Lot No

2

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

- 15100000 - Animal products, meat and meat products

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

NUTS codes

- UKM5 - North Eastern Scotland

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

The scope of this agreement is the supply and delivery of a range of Fresh Butcher Meat Products and associated products, materials and services as detailed in the Invitation to Tender documents and appendices to multiple sites and locations across Aberdeen and Grampians as detailed in Appendix E - List of Institutions.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for a period of up to 24 months subject to satisfactory performance and continued Institutions requirements.

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

Variants will be accepted: No

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

Options: No

### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Perth, Angus, Dundee & Fife

Lot No

3

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

- 15100000 - Animal products, meat and meat products

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

NUTS codes

- UKM71 - Angus and Dundee City

- UKM72 - Clackmannanshire and Fife
- UKM77 - Perth & Kinross and Stirling

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

The scope of this agreement is the supply and delivery of a range of Fresh Butcher Meat Products and associated products, materials and services as detailed in the Invitation to Tender documents and appendices to multiple sites and locations across Perth, Angus, Dundee and Fife as detailed in Appendix E - List of Institutions.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for a period of up to 24 months subject to satisfactory performance and continued Institutions requirements.

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

Variants will be accepted: No

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

Options: No

#### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

South East of Scotland (Stirling, Edinburgh Lothian, and Borders)

Lot No

4

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

- 15100000 - Animal products, meat and meat products

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

NUTS codes

- UKM73 - East Lothian and Midlothian
- UKM75 - Edinburgh, City of
- UKM76 - Falkirk
- UKM77 - Perth & Kinross and Stirling
- UKM78 - West Lothian
- UKM91 - Scottish Borders

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

The scope of this agreement is the supply and delivery of a range of Fresh Butcher Meat Products and associated products, materials and services as detailed in the Invitation to Tender documents and appendices to multiple sites and locations across South East of Scotland (Stirling, Edinburgh Lothian, and Borders) as detailed in Appendix E - List of Institutions.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for a period of up to 24 months subject to satisfactory performance and continued Institutions requirements.

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

Variants will be accepted: No

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

Options: No

### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

West of Scotland (Greater Glasgow, Argyll, Renfrewshire, and Ayrshire)

Lot No

5

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

- 15100000 - Animal products, meat and meat products

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

NUTS codes

- UKM8 - West Central Scotland
- UKM92 - Dumfries & Galloway

- UKM93 - East Ayrshire and North Ayrshire mainland
- UKM94 - South Ayrshire
- UKM95 - South Lanarkshire

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

The scope of this agreement is the supply and delivery of a range of Fresh Butcher Meat Products and associated products, materials and services as detailed in the Invitation to Tender documents and appendices to multiple sites and locations across West of Scotland (Greater Glasgow, Argyll, Renfrewshire, and Ayrshire) as detailed in Appendix E - List of Institutions.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for a period of up to 24 months subject to satisfactory performance and continued Institutions requirements.

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

Variants will be accepted: No

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

Options: No

#### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the

situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Not Applicable

#### **III.1.2) Economic and financial standing**

Minimum level(s) of standards possibly required

All Lots: Employer's (Compulsory) Liability Insurance = 5,000,000 GBP

All Lots: Product Liability Insurance = 5,000,000 GBP

All Lots: Public Liability Insurance = 5,000,000 GBP

To demonstrate and evidence suitable economic standing, successful Contractors will be required to provide 2 years audited accounts or equivalent if awarded the Framework Agreement.

Alternatively, if the Contractor is unable to provide the requiring accounting information, eg. a new business without the required accounts then they will be required to provide a bankers letter demonstrating their willingness to support the Contractors organisation over the term of the Framework Agreement.

#### **III.1.3) Technical and professional ability**

Minimum level(s) of standards possibly required

Tenderers must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This includes confirmation that they have the systems in place to pay subcontractors through the supply chain promptly (i.e. no later than 30 days after the invoice (or similar claim) relating to the payment is presented) and effectively, and provide evidence when requested of:

a) their standard payment terms

b) 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

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

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

Submission of Management Information:

Following commencement of the Framework Agreement, the Contractor will provide a performance report to the Authority on a quarterly basis to include spend by Institution under the Framework Agreement for the reporting period.

Contractors must provide the information on a quarterly basis, within 10 working days following the start of each quarter. Data must be uploaded to the website: <http://ucsp.ac.uk/> using the template provided (template shall be provided during the lead-in period). The supplied template is the only format permissible and should contain Contractor name, tender reference, total net spend by institution each month. If there has been no spend for the quarter, then this will still require you to log in and record a nil spend return.

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## **Section IV. Procedure**

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

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 15

#### **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: [2019/S 068-159433](#)

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

Date

15 June 2023

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

15 June 2023

Local time

1:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 48 Months.

### **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**

Tenderers must be able to price and supply a minimum of 80% of the products listed in the Core Product List (Part A) and the Specialist Product List (Part B) of each geographical Lot bid for, taking into consideration seasonal availability of certain meat products.

Form of Tender

Tenderers must sign Form of Tender - Appendix A prior to award to confirm that their Tender Response is a complete, true and accurate submission.

Freedom of Information

Please confirm that you will be in a position to complete, prior to award, Appendix B - Freedom of Information(if applicable) in the

Technical Questionnaire. This information should only be submitted if applicable at point of award. It is for information only and will not be scored.

Sustain Supply Chain Code of Conduct

The Authority has developed a Sustain Supply Chain Code of Conduct- Appendix D which sets out its expected standards for its supply chain in social, ethical and environmental compliance. Tenderers must complete the Sustain Supply Chain Code of Conduct prior to award to assist in achieving its objectives.

### Serious Organised Crime

Please complete "Appendix H - Declaration of Non-Involvement in Serious Organised Crime" in the Technical Questionnaire. Tenderers must complete the Declaration of Non-Involvement in Serious Organised Crime. It is for information only and will not be scored but it is a requirement of this tender and will be included in the assessment of tender responses and in contractual terms.

### Human Trafficking & Labour Exploitation

Please complete "Appendix I - Declaration of Non-Involvement in Human Trafficking & Labour Exploitation" in the Technical Questionnaire. Tenderers must complete the Declaration of Non-Involvement in Human Trafficking & labour Exploitation.

It is for information only and will not be scored but it is a requirement of this tender and will be included in the assessment of tender responses and in contractual terms.

### SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1

Please complete "Appendix J - SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1" in the Technical Questionnaire. Tenderers must complete the SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

### List Of Institutions

Tenderers must complete and return Appendix E - List of Institutions to confirm their ability to service the required coverage levels

### Additional Products (All Lots)

Please confirm that you will be in a position to complete Appendix M - Additional products (All lots) (if applicable) in the Technical Questionnaire. It is for information only and will not be scored.

### Living Wage Status

Please provide details on your position on the Real Living Wage. This information should be submitted in the Technical envelope. It is for information only and will not be scored.

### Prompt Payment

Tenderers must confirm that payment of subcontractors at all stages of the supply chain

will be made within a maximum of 30 days and that this will be managed. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23942.

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:

The Contractor will work with the Authority to deliver Community Benefits where they are identifiable throughout the term of the Framework Agreement.

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Sheriff Court House

Viewfield Place

Stirling

FK1 1NH

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/stirling-sheriff-court-and-justice-of-the-peace-court>