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Tender

Aroma Cups and Accessories

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

F02: Contract notice

Notice identifier: 2024/S 000-016353

Procurement identifier (OCID): ocds-h6vhtk-045438

Published 23 May 2024, 3:20pm

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

Contact

Lily Prance

Email

lily.prance@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

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://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

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 & Iliass.dadda@wales.nhs.uk

II.2.5) Award criteria

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

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

Start date

1 September 2024

End date

31 August 2027

This contract is subject to renewal

Yes

Description of renewals

Two year extension option - 1st September 2027 to 31st August 2029

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

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: [2024/S 000-013041](#)

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

Date

24 June 2024

Local time

4:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

24 June 2024

Local time

4:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

Please note additional information on this procurement:

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

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=141638

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives.

Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

- Well-being of Future Generations (Wales) Act 2015
- Foundational Economy
- Carbon Reduction

(WA Ref:141638)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom