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Tender

Aroma Outlets - Machine Rental, Coffee, Accessories

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

F02: Contract notice

Notice identifier: 2024/S 000-016354

Procurement identifier (OCID): ocds-h6vhtk-045434

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 Outlets - Machine Rental, Coffee, Accessories

Reference number

CAV-OJEU-PROJECT_56189

II.1.2) Main CPV code

- 39222000 - Catering supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

The NHS Wales Shared Services Partnership, hosted by Velindre NHS Trust are acting on behalf of

Cardiff and Vale University Local Health Board who are seeking to establish a contract for the provision of coffee machine rental, coffee, and additional accessories.

II.1.5) Estimated total value

Value excluding VAT: £500,000

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
- 39310000 - Catering equipment
- 55500000 - Canteen and catering services
- 55520000 - Catering services

- 50883000 - Repair and maintenance services of catering equipment

II.2.3) Place of performance

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

II.2.4) Description of the procurement

Cardiff and Vale Health Board wishes to appoint a provider to form a strategic partnership with the Health Board to primarily supply coffee machines, coffee beans and consumables, and develop a coffee shop brand throughout the Health Board. The Health Boards coffee shop and restaurants, currently are situated in UHW, UHL, CRI, BARRY HOSPITAL.

Further to the supply of the coffee beans, machines and consumables the Health board wishes the supplier to provide high quality training to staff, maintain and service the machines and work with the Health board on promotional activity to further improve the success of the brand throughout the Health Board.

Coffee machines:

All 18 current machines will be replaced as a minimum as part of this contract. These will be bean to cup machines with the module for fresh milk. There may also be a requirement to provide barista machines and instant/ desktop granulated coffee machines to areas where there is a need or commercial benefit.

Coffee Beans:

It is expected the bean will be around 80% Arabica and 20% Robusta, however this is flexible and bidders are able to present a bean which they feel meets the requirements of the Health Boards brand.

The bean must to be a fair trade bean to ensure it is in keeping with the CSR values of the Health Board.

Other coffee shop consumables:

A further key part of the Coffee shop is further offerings such as tea, syrups, specialities and promotional material. We require English breakfast tea, and a selection of herbal and fruit teas, as with the coffee there is a requirement for these to be fair trade.

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

II.2.14) Additional information

Written Bid - which consists of maintenance, promotional support and mobilisation plan 40.0

Taste session - which consists of tasting coffee, tea and other related products 20.0

Cost of consumables and machines, as outline in tender documentation 40.0

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 000-013036](#)

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:

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.

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=141632

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:141632)

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