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Tender

## **01838-The Provision of Food Products to the Scottish Prison Service**

Scottish Prison Service

F02: Contract notice

Notice identifier: 2021/S 000-016609

Procurement identifier (OCID): ocds-h6vhtk-02c853

Published 15 July 2021, 1:55pm

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

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

Scottish Prison Service

Calton House, 5 Redheughs Rigg

Edinburgh

EH12 9HW

#### **Contact**

Catharine Dempsey

#### **Email**

[catharine.dempsey@sps.pnn.gov.uk](mailto:catharine.dempsey@sps.pnn.gov.uk)

#### **Telephone**

+44 1313303572

#### **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.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**

National or federal Agency/Office

**I.5) Main activity**

Public order and safety

## **Section II: Object**

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

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

01838-The Provision of Food Products to the Scottish Prison Service

Reference number

01838

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

- 15000000 - Food, beverages, tobacco and related products

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

Supplies

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

The SPS are seeking suppliers to provide food products across the SPS Estate. The intention is to divide the requirement into three lots:

Lot 1: Meat and Poultry

Lot 2: Frozen Food

Lot 3: Prepacked Food

Suppliers may bid for multiple lots. The anticipated contract commencement date for all lots is 17th of November 2021. SPS intend to award a three year contract with an optional extension of two years plus two years.

#### **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**

01838 The Provision of Meat and Poultry

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

- UKM - Scotland

Main site or place of performance

All SPS sites

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

The SPS requires a supplier to provide and deliver meat and poultry products at all SPS sites across Scotland. The products include beef, lamb, pork, offal, bacon, poultry, sausages, puddings, cooked meats and meat based bakery goods.

It will also include the supply of a range of Halal products. SPS orders circa 70 core items including a high volume of Halal lamb mince, lean steak mince, sliced lorne sausage, diced chicken and scotch pies.

All products supplied shall comply with the required quality standards and classifications. The supplier shall also be required to evidence traceability within their supply chain. For Halal products, documentation will be required that the supplies of Halal Goods are obtained from a Halal supplier and certified by a Halal monitoring authority.

All products shall be delivered within the agreed delivery timescales, (within 2 working days of an order being placed).

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: 30

Price - Weighting: 70

### **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**

01838 The Provision of Frozen Food

Lot No

2

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

- 15331170 - Frozen vegetables

- 15800000 - Miscellaneous food products
- 15220000 - Frozen fish, fish fillets and other fish meat
- 15311000 - Frozen potatoes

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

NUTS codes

- UKM - Scotland

Main site or place of performance

All SPS Sites

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

SPS wishes to establish a next generation contract to ensure continued supply and provision of frozen food to any SPS location, with a suitable supplier who can consistently provide the range of frozen food required by SPS and who can supply within an agreed delivery period. The frozen food required includes desserts, meat & poultry, prepared foods and vegetables, seafood and potato produce.

SPS requires the frozen food products to be delivered in full and in line with the performance measures, in suitable packaging to protect from microbial, all other forms of external contamination and dehydration. All products supplied shall, at the date of delivery, have a minimum period to the 'use by date'; "best before"; or "best before end date" detailed on the products. The supplier shall use appropriate vehicles to ensure frozen foods are kept at required temperatures upon delivery, and ensure that all products supplied fully comply with relevant legislation.

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: 30

Price - Weighting: 70

### **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**

01838 The Provision of Pre-Packed Food

Lot No

3

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

- 15800000 - Miscellaneous food products
- 15890000 - Miscellaneous food products and dried goods
- 03142500 - Eggs

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

NUTS codes

- UKM - Scotland

Main site or place of performance

All SPS sites

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

The SPS are seeking a supplier to provide and deliver a range of pre-packed food items across the SPS Estate. SPS order circa 350 products, this includes, but is not limited to, pasta, rice, preserves, sugar and tinned foods. It shall also include a range of dessert mixes and breakfast cereals.

All items supplied under the published specification shall fully comply with the appropriate regulations identified in the contract including all relevant quality standards and classifications.

The successful supplier shall be required to ensure all deliveries shall be made within 2 working days.

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: 30

Price - Weighting: 70

#### **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

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

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

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

Selection criteria as stated in the procurement documents

#### **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 245-609001](#)

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

Date

27 August 2021

Local time

2:00pm

### **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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

27 August 2021

Local time

2:00pm

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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 18886.  
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:660741)

## **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)