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Tender

## **Fresh Dairy Products**

APUC LIMITED

F02: Contract notice

Notice identifier: 2021/S 000-019045

Procurement identifier (OCID): ocds-h6vhtk-02d1d4

Published 6 August 2021, 1:42pm

### **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

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10402](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10402)

**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>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

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

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

Fresh Dairy Products

Reference number

CAT1066 AP

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

- 15500000 - Dairy products

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

Supplies

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

The Authority are seeking Contractor(s) for the provision of Fresh Dairy products to the Scottish Higher and Further Education sector. The Authority are seeking to obtain, through this tendering process, price normalisation for all Institutions within a Lot - regardless of size and demand.

The Authority are also seeking to gain a level of price normalisation 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: £1,664,000

#### **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**

Lot 1 - North Highland & Western Isles

Lot No

1

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

- 03333000 - Fresh cows' milk
- 15500000 - Dairy products

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Institutions located in the Highland and islands of Scotland

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

The scope of this agreement is the supply of a range of fresh dairy, consisting of a core list of products, including non-organic milk, organic milk, cream and crème fraîche and an additional non-core list of products such as organic cream, butter, cheese, yoghurts, eggs and fresh juice.

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

Quality criterion - Name: Technical Elements / Weighting: 45

Price - Weighting: 55

### **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 in 2015.

### **II.2) Description**

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

Lot 2 - Aberdeen and Grampian

Lot No

2

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

- 03333000 - Fresh cows' milk
- 15500000 - Dairy products

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

NUTS codes

- UKM5 - North Eastern Scotland

Main site or place of performance

Institutions based in Aberdeenshire and the Grampians Region of Mainland Scotland

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

The scope of this agreement is the supply of a range of fresh dairy, consisting of a core list of products, including non-organic milk, organic milk, cream and crème fraîche and an additional non-core list of products such as organic cream, butter, cheese, yoghurts, eggs and fresh juice.

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

Quality criterion - Name: Technical Element / Weighting: 45

Price - Weighting: 55

#### **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 in 2015.

### **II.2) Description**

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

Lot 3 - Perth, Angus, Dundee and Fife

Lot No

3

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

- 03333000 - Fresh cows' milk
- 15500000 - Dairy products

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

NUTS codes

- UKM71 - Angus and Dundee City
- UKM72 - Clackmannanshire and Fife
- UKM77 - Perth & Kinross and Stirling

Main site or place of performance

Institutions based in Perth, Angus, Dundee and Fife on the Scottish Mainland

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

The scope of this agreement is the supply of a range of fresh dairy, consisting of a core list of products, including non-organic milk, organic milk, cream and crème fraîche and an additional non-core list of products such as organic cream, butter, cheese, yoghurts, eggs and fresh juice.

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

Quality criterion - Name: Technical Element / Weighting: 45

Price - Weighting: 55

### **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 in multiple extensions 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 in 2015.

### **II.2) Description**

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

lot 4 - Lot 4 - South East of Scotland (Stirling, Edinburgh, Lothian and Borders)

Lot No

4

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

- 03333000 - Fresh cows' milk
- 15500000 - Dairy 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
- UKM8 - West Central Scotland
- UKM91 - Scottish Borders

Main site or place of performance

Institutions based in Lot 4 - South East of Scotland (Stirling, Edinburgh, Lothian and Borders) on the Scottish Mainland

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

The scope of this agreement is the supply of a range of fresh dairy, consisting of a core list of products, including non-organic milk, organic milk, cream and crème fraîche and an additional non-core list of products such as organic cream, butter, cheese, yoghurts, eggs and fresh juice.

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

Quality criterion - Name: Technical Element / Weighting: 45

Price - Weighting: 55

#### **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 in multiple extensions 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 in 2015.

## **II.2) Description**

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

Lot 5 - Greater Glasgow

Lot No

5

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

- 03333000 - Fresh cows' milk
- 15500000 - Dairy products

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

NUTS codes

- UKM82 - Glasgow City
- UKM84 - North Lanarkshire
- UKM95 - South Lanarkshire

Main site or place of performance

Institutions based in Greater Glasgow on the Scottish Mainland

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

The scope of this agreement is the supply of a range of fresh dairy, consisting of a core list of products, including non-organic milk, organic milk, cream and crème fraîche and an additional non-core list of products such as organic cream, butter, cheese, yoghurts, eggs and fresh juice.

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

Quality criterion - Name: Technical Element / Weighting: 45

Price - Weighting: 55

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

Duration in months

55

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 in multiple extensions 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 in 2015.

## **II.2) Description**

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

Lot 6 - Argyll, Renfrewshire & Ayrshire

Lot No

6

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

- 03333000 - Fresh cows' milk
- 15500000 - Dairy products

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

NUTS codes

- UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute
- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond
- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire
- UKM92 - Dumfries & Galloway
- UKM93 - East Ayrshire and North Ayrshire mainland
- UKM94 - South Ayrshire

Main site or place of performance

Institutions based in Argyll, Renfrewshire & Ayrshire

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

The scope of this agreement is the supply of a range of fresh dairy, consisting of a core list of products, including non-organic milk, organic milk, cream and crème fraîche and an additional non-core list of products such as organic cream, butter, cheese, yoghurts, eggs and fresh juice.

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

Quality criterion - Name: Technical Element / Weighting: 45

Price - Weighting: 55

### **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 in multiple extensions 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 in 2015.

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

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

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

Minimum level(s) of standards possibly required

Please refer to question 4B.5 of the SPD and Economic and Financial standing section of the Contract Notice. Tenderers must confirm they can provide the following supporting evidence prior to award:

Employer's (Compulsory) Liability Insurance = 5 000 000 GBP

Product Liability Insurance = 5 000 000 GBP

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 required 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.

Please refer to 4B.6 of the SPD

## **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: 18

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

Date

1 September 2021

Local time

11:00am

**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: 2 (from the date stated for receipt of tender)

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

Date

1 September 2021

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**

Form of Tender

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

accurate submission.

Sustain Supply Chain Code of Conduct

In partnership with Institutions, 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.

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 in PCS-Tender. This information should only be submitted if applicable at point of award. It is for information only and will not be scored.

Serious Organised Crime

Please complete "Appendix G - Declaration of Non-Involvement in Serious Organised Crime" in the Technical Questionnaire in

PCS-Tender. Tenderers must complete the Declaration of Non-Involvement in Serious Organised Crime. 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.

#### Human Trafficking & Labour Exploitation

Please complete "Appendix H - Declaration of Non-Involvement in Human Trafficking & Labour Exploitation" in the Technical

Questionnaire in PCS-Tender. Tenderers must complete the Declaration of Non-Involvement in Human Trafficking & labour Exploitation.

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.

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

Please complete "Appendix I - SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1" in the Technical Questionnaire in PCS-Tender.

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.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19256. 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:

The Contractor will work with the Authority to deliver Community Benefits or social value where they are identifiable throughout the term of the Framework Agreement. Examples of Community Benefits or social value are providing training opportunities to staff and students, apprenticeships and investment in the local community.

## **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>