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Tender

Period products provision to school and community settings & Home ordering service for reusable period products

Flintshire County Council

F02: Contract notice

Notice identifier: 2024/S 000-021799

Procurement identifier (OCID): ocds-h6vhtk-047dac

Published 16 July 2024, 12:11pm

Section I: Contracting authority

I.1) Name and addresses

Flintshire County Council

Ty Dewi Sant, St. David's Park, Ewloe

Flintshire

CH5 3FF

Contact

Emma McIntyre

Email

emma.mcintyre@flintshire.gov.uk

Telephone

+44 7340475028

Country

United Kingdom

NUTS code

UKL23 - Flintshire and Wrexham

Internet address(es)

Main address

<https://www.flintshire.gov.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0419

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Period products provision to school and community settings & Home ordering service for reusable period products

II.1.2) Main CPV code

- 33771100 - Sanitary towels or tampons

II.1.3) Type of contract

Supplies

II.1.4) Short description

Flintshire County Council is at going out to tender for a value up to 118,000 GBP to find a supplier to oversee the provision of period products across Flintshire from October 2024 to March 2025. This would include providing 78 school settings and up to 40 community outlets with ecofriendly disposable and re-usable period products and running an autumn and spring reusable period products online home ordering avenue for young people aged 8-18 years to be delivered to their home addresses.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 33771100 - Sanitary towels or tampons
- 33700000 - Personal care products
- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKL23 - Flintshire and Wrexham

II.2.4) Description of the procurement

Flintshire County Council is at going out to tender for a value up to 118,000 GBP to find a supplier to oversee the provision of period products across Flintshire from October 2024 to March 2025. This would include providing 78 school settings and up to 40 community

outlets with ecofriendly disposable and re-usable period products and running an autumn and spring reusable period products online home ordering avenue for young people aged 8-18 years to be delivered to their home addresses.

The value of this tender is up to 118,000 GBP for 2024-2025 to cover both the ordering method and the value of the products. This tender is Welsh Government grant funded. We envisage an optional two-year extension in the contract subject to funding being received by Welsh Government for 2025-2026 and 2026-2027.

II.2.5) Award criteria

Quality criterion - Name: Project Specific Questions / Weighting: 30

Quality criterion - Name: Social Value / Weighting: 10

Price - Weighting: 60

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

An optional two-year extension will be included in the contract subject to funding being received by Welsh Government for 2025-2026 and 2026-2027.

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

Date

16 August 2024

Local time

12:00pm

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

English, Welsh

IV.2.7) Conditions for opening of tenders

Date

16 August 2024

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Instructions

1. Log in to PROACTIS at <https://supplierlive.proactisp2p.com>
2. If you are already registered on the Proactis portal please Login and start at Step 14 of these instructions if not go to STEP 3
3. Click the “Sign Up” button at the bottom of the window
4. Enter your correct Organisation Name, address and Primary Contact Details. You will need to create the Organisation ID and User Name. If you have a generic email address for your organisation e.g. tenders@xxx.co.uk then please use this as the primary contact email address.
5. Please make a note of the Organisation ID and User Name, then click “Register”
6. You will receive an email asking you to “Click here to activate your account”. This takes you to Enter Organisation Details.
7. Please enter the information requested, click the “>” on the screen and follow the instructions

ensuring that you enter all applicable details.
8. In the Classification screen please ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice. Please ensure that the selected codes are relevant to your

business to ensure that you get notification of opportunities that are of interest.
9. In the Buyers screen please select Denbighshire County Council (you may register with other organisations if you wish)
10. In the Primary Contact Details screen please ensure that all information is complete. (Please see note 4 above)

11. Accept the Terms and Conditions and then click “>”. This takes you to the Welcome window.

12. In the Finish screen please enter a new password and note all your Login details for future reference.

13. Now click “Complete Registration” and you will enter the Supplier Network page.

14. On the centre of the screen click “Opportunities”. This will take you to the list of current opportunities available to you.

15. Click the “>” that relates to this notice, this will take you into the PQQ or Tender Request and click “Register Interest”. Note there may be several opportunities that appear on this screen, please

ensure that you select the correct one.

16. In the “Your Opportunities” screen please note the closing time and date for completion of the relevant project. Please review the “Items” tab (Tender stage only) and the Documents tab (PQQ and Tender stages) as there will be information relating to the project held here. The Documents are accessed by clicking the down arrow underneath the General tab. Please ensure that you download all documents to your PC as you will be required to complete and upload some of them as part of your submission. There are instructions on how to complete your submission in the Guidance for Bidders document.

17. You can now either create your response”, or “Decline” this opportunity.

Tenders may be submitted in Welsh, a tender submitted in Welsh will be treated no less favourably than a tender submitted in English.

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:

As detailed in the tender documentation

(WA Ref:142975)

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