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Tender

## **Fruit, Vegetables, Bakery Products and Eggs**

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2023/S 000-022867

Procurement identifier (OCID): ocds-h6vhtk-03b257

Published 7 August 2023, 10:03am

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

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

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### **Contact**

Pauline Sutherland

#### **Email**

[pauline.sutherland@edinburgh.gov.uk](mailto:pauline.sutherland@edinburgh.gov.uk)

#### **Telephone**

+44 1314693922

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

**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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local authority

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

General public services

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## **Section II: Object**

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

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

Fruit, Vegetables, Bakery Products and Eggs

Reference number

CT2943

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

- 03221200 - Fruit vegetables

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

Supplies

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

The City of Edinburgh Council (the Council) has the requirement for the supply and delivery of Fruit, Vegetables, Bakery Products and Eggs.

The Council directly operates a number of venues that require the supply of these goods, including but not limited to: schools, corporate offices, commercial venues and the Council run care homes.

It is expected that this framework will be for a period of four years.

Suppliers who may be interested in tendering for this opportunity are encouraged to note interest via Public Contracts Scotland.

These goods need to be provided by a Supplier that delivers consistent service and meets stringent health and safety standards.

#### **II.1.5) Estimated total value**

Value excluding VAT: £5,200,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 03220000 - Vegetables, fruits and nuts
- 15612500 - Bakery products
- 03142500 - Eggs

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

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

The Supplier will supply and deliver the goods to all of the sites that require these products across the Council Estate.

The Council requires a Supplier that has the ability to provide customers with a comprehensive range of products that combine quality and value and comply with dietary requirements and meet Government Buying Standards.

### **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

48

This contract is subject to renewal

No

#### **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**

Minimum level(s) of standards possibly required

This section refers to Section B of Part IV of the SPD (Scotland)

Economic and Financial Standing - Question 4B1a General yearly turnover -

Tenderers are required to have a minimum "general" annual turnover of GBP 3m for the last two financial years.

Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

Question 4B6 Other economic or financial requirements-

Tenderers will be required provide the following information in response to

4B.6:

Current ratio for Current Year: 1.2

Current ratio for Prior Year: 1.2

The formula for calculating a Tenderer's current ratio is current assets divided by current liabilities.

The acceptable range for each financial ratio is greater than the requested current ratio.

Where a Tenderer's current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.5 - Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

(a) Public and Products Liability Insurance with a limit of indemnity of not less than GBP 10,000,000 in relation to any one claim or series of claims;

(b) Employer's Liability Insurance with a limit of indemnity of not less than GBP 5,000,000 or such higher amount as may be in accordance with any legal requirement for the time being in force in relation to any one claim or series of claims; and

(c) Motor Vehicle Indemnity Insurance (Statutory Third Party).

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition.

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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 a single operator

#### **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: [2023/S 000-007266](#)

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

Date

5 September 2023

Local time

12:00pm

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

English

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

Date

5 September 2023

Local time

12:00pm

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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: 8/2/2027

### **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**

A mandatory requirement Organisations with more than 5 employees have in place a H&S Policy. Where a Bidder does not have an H&S Policy and is required to do so, the Council may exclude the Bidder from the competition.

A mandatory requirement that Tendering Organisations are asked to confirm that they will pay staff directly involved in the delivery of the framework agreement, and/or any subsequent call off contract, at least the real Living Wage. Where a Bidder does not pay the Living Wage the Council will exclude the Bidder from the competition.

A mandatory requirement that Tendering Organisations are asked to confirm that they will include the standard clause for Prompt Payment in all contracts at all stages of the supply chain within 30 days. Your Organisation must actively monitor payment performance and provide evidence and reports to the contracting authority on a regular basis. Where a Bidder fails to answer "Yes or N/A" the Council will exclude the Bidder from the competition.

A mandatory requirement that Tendering Organisations are asked to confirm that they will provide evidence in relation to climate change emergency and how they will respond. Organisations must submit a completed copy of "Schedule 11 Climate Change Plan".

Where a Tenderer's response is less than acceptable, the Council may exclude the Tenderer from the competition.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.



NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=712082](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=712082).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The successful Contractors will be required to deliver Community Benefits in support of the Council's economic, social and environment objectives. Please find further information in the documents attached.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=740838](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=740838).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Through this Contract, the Council is prioritising the delivery of Targeted Recruitment and Training as part of the contractual terms by promoting individuals and young people training, apprenticeships, jobs and work experience delivered as part of a contract.

(SC Ref:740838)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=740838](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=740838)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Sheriff Court

Sheriff Court House, 27 Chambers Street

EDINBURGH

EH1 1LB

Country

United Kingdom