

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/023108-2023>

Tender

Invitation to Tender for the Supply and Delivery of Groceries and Provisions

Orkney Islands Council
NHS Orkney
Orkney Islands Council

F02: Contract notice

Notice identifier: 2023/S 000-023108

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

Published 8 August 2023, 3:57pm

Section I: Contracting authority

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1NY

Contact

Denise Link

Email

Denise.link@orkney.gov.uk

Telephone

+44 01856873535

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369

I.1) Name and addresses

NHS Orkney

The Balfour, New Foreland Road

Kirkwall

KW15 1NZ

Email

ork-hb.feedback@nhs.net

Telephone

+44 1856888226

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

<http://www.ohb.scot.nhs.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00368

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1NY

Contact

Denise Link

Email

Denise.link@orkney.gov.uk

Telephone

+44 01856873535

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Invitation to Tender for the Supply and Delivery of Groceries and Provisions

Reference number

OIC/PROC/1751

II.1.2) Main CPV code

- 39222000 - Catering supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Authority and NHS Orkney requires the supply and delivery of Groceries and Provisions to a number of authority establishments throughout Orkney and Balfour Hospital.

II.1.5) Estimated total value

Value excluding VAT: £1,396,746

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39222000 - Catering supplies

II.2.3) Place of performance

NUTS codes

- UKM65 - Orkney Islands

Main site or place of performance

Orkney

II.2.4) Description of the procurement

The Authority requires the supply and delivery of Groceries and Provisions to a number of Authority establishments throughout Orkney for a period of 5 years (3 years initial term with 2 x 12 month extensions). This is a continuing requirement for a variety of establishments including schools, care homes, Papdale Halls of Residence and NHS Orkney's Balfour Hospital.

II.2.5) Award criteria

Quality criterion - Name: Delivery / Weighting: 37.5

Quality criterion - Name: Contract Management / Weighting: 15

Quality criterion - Name: Continuity of Supply / Weighting: 5

Quality criterion - Name: Employment / Weighting: 2.5

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £1,396,746

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

Start date

9 October 2023

End date

8 October 2028

This contract is subject to renewal

Yes

Description of renewals

Initial term of 3 years with 2 x 12 month extensions

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

The relevant selection criteria will be included in the SPD Scotland module.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

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: [2018/S 179-404852](#)

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

Date

7 September 2023

Local time

12:00pm

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

7 September 2023

Local time

2:30pm

Place

PCS Postbox opening via Teams

Information about authorised persons and opening procedure

Three Officers with delegated authority

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: July 2028

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

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract. The expenditure, work or effort undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

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=740151.

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.

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.

(SC Ref:740151)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=740151

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom

Internet address

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

VI.4.2) Body responsible for mediation procedures

Sheriff Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom

Internet address

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

VI.4.4) Service from which information about the review procedure may be obtained

Sheriff Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom

Internet address

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