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Tender

175_23 Catering Disposables

ESPO

F02: Contract notice

Notice identifier: 2022/S 000-023396

Procurement identifier (OCID): ocds-h6vhtk-0361dc

Published 23 August 2022, 9:23am

The closing date and time has been changed to:

30 September 2022, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

ESPO

Barnsdale Way, Grove Park, Enderby

LEICESTER

LE19 1ES

Contact

Catalogue Procurement Team

Email

tenders@espo.org

Country

United Kingdom

Region code

UKF22 - Leicestershire CC and Rutland

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.espo.org/>

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.eastmidstenders.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.eastmidstenders.org/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Other activity

Local Authority Services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

175_23 Catering Disposables

Reference number

175_23

II.1.2) Main CPV code

- 39222100 - Disposable catering supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

The supply of catering disposables including but limited to:

- Paper cups, plates, bowls and bags
- Plastic cups, containers, cutlery and food bags
- Biodegradable cups, containers and bagasse products
- Serviettes, napkins, doilies and tableware
- Foil containers, trays, dishes and roll
- Miscellaneous catering disposables

All products for delivery to ESPO's distribution centre, Leicester.

To tender: (a) Go to <https://www.eastmidstenders.org/>; (b) Register (if not already registered on ProContract); (c) Search for tender opportunity '175_23' (via "View Opportunities" from the 'EastMidsTenders' Portal); (d) Express an interest; (e) Download the tender from the website (documents can be found in the first question of the Online Questionnaire, but to see these you will first need to click on "Start my response" followed by "Edit" next to the Question set, and "Answer question" next to the first question).

II.1.5) Estimated total value

Value excluding VAT: £1,440,000

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 - Paper Products

Lot No

1

II.2.2) Additional CPV code(s)

- 39222110 - Disposable cutlery and plates
- 39222120 - Disposable cups

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Sustainable sourced paper products:

- Paper cups and lids
- Paper plates and bowls

- Paper food bags
- Cake and muffin cases

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £240,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

II.2.14) Additional information

Products must be 100% recyclable

II.2) Description

II.2.1) Title

Lot 2 - Plastic Products

Lot No

2

II.2.2) Additional CPV code(s)

- 32354800 - Cling film
- 39222110 - Disposable cutlery and plates
- 39222120 - Disposable cups

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Sustainable/Recyclable plastic products:

- Plastic food containers
- Plastic cups
- Plastic straws
- Plastic plates/bowls
- Plastic cutlery
- Food/freezer bags
- Cling film roll

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £400,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

II.2) Description

II.2.1) Title

Lot 3 - Biodegradable Products

Lot No

3

II.2.2) Additional CPV code(s)

- 39222110 - Disposable cutlery and plates
- 39222120 - Disposable cups

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Biodegradable products:

- Bio-plastic cups, cutlery, straws and containers
- Compostable paper cups and straws
- Bagasse products

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £120,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

II.2) Description

II.2.1) Title

Lot 4 - Tableware Products

Lot No

4

II.2.2) Additional CPV code(s)

- 33764000 - Paper serviettes
- 39221200 - Tableware

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Tableware products:

- Serviettes and napkins
- Table and tray coverings
- Paper doilies

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £120,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

II.2) Description

II.2.1) Title

Lot 5 - Aluminium Foil Products

Lot No

5

II.2.2) Additional CPV code(s)

- 39221130 - Food containers
- 39222200 - Food trays

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Aluminium foil products:

- Foil containers, trays and dishes
- Aluminium foil roll

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £200,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

II.2) Description

II.2.1) Title

Lot 6 - Miscellaneous Products

Lot No

6

II.2.2) Additional CPV code(s)

- 37823100 - Greaseproof paper

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Miscellaneous products:

- Festive products
- Baking products
- Cocktail sticks

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £120,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

II.2) Description

II.2.1) Title

Lot 7 - Contingency Supply Lot

Lot No

7

II.2.2) Additional CPV code(s)

- 39222100 - Disposable catering supplies

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

All products for delivery to ESPO's distribution centre, Leicester.

II.2.4) Description of the procurement

Basket of items from previous lot

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £240,000

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

Start date

1 March 2023

End date

31 March 2025

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: Yes

Description of options

The framework agreement has the option to extend for up to a further 23 months. The total estimated value stated in Section II.1.5 includes the option period.

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.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The minimum financial requirement for the purposes of the current tender exercise is stated in the procurement documents.

This framework will operate on-going contract monitoring procedures following award, to ensure financial stability requirements are maintained.

Credit rating checks will be carried out on a regular basis, using the credit rating agency, Creditsafe Business Solutions Limited.

Any changes will be assessed (compared with a baseline credit rating score obtained at contract award stage) and significant changes or sustained degradation will be investigated.

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

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

Originally published as:

Date

23 September 2022

Local time

12:00pm

Changed to:

Date

30 September 2022

Local time

12:00pm

See the [change notice](#).

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

23 September 2022

Local time

12:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

The Royal Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

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

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

ESPO will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. Applicants who are unsuccessful shall be informed by ESPO as soon as possible after the decision has been made as to the reasons why the applicant was unsuccessful. If an appeal regarding the award of the contract has not been successfully resolved, The Public Contracts Regulations 2015 (SI 2105 No. 102) provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take legal action. Any such action must be brought within the applicable limitation period. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order for any document to be amended and may award damages, make a declaration of ineffectiveness, order for a fine to be paid, and/or order the duration of the contract be shortened. The purpose of the standstill period referred to above is to allow the parties to apply to the Courts to set aside the award decision before the contract is entered into.

