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Tender

Supply, Delivery, Installation & Maintenance of Vending Machines

Falkirk Council

F02: Contract notice

Notice identifier: 2023/S 000-026504

Procurement identifier (OCID): ocids-h6vhtk-03fae4

Published 7 September 2023, 3:18pm

Section I: Contracting authority

I.1) Name and addresses

Falkirk Council

Abbotsford House, David's Loan

Falkirk

FK2 7YZ

Email

cpu@falkirk.gov.uk

Telephone

+44 1324506566

Country

United Kingdom

NUTS code

UKM76 - Falkirk

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00184

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.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.publiccontractsscotland.gov.uk/>

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

Supply, Delivery, Installation & Maintenance of Vending Machines

Reference number

CS/032/23

II.1.2) Main CPV code

- 98300000 - Miscellaneous services

II.1.3) Type of contract

Services

II.1.4) Short description

Falkirk Council wishes to enter into a framework agreement with a suitably qualified provider for the supply, delivery, installation, and maintenance of vending machines to Falkirk Council venues. The Council requires a vending machine provision which is fully managed and includes Royalty Paybacks as a percentage of overall spend. There are 30 vending machines which are currently rented, leased, or provided free on loan which are required to be replaced. This will include but is not limited to the supply of vending machines required, restocking of the vending machines up to 5 days out of 7 per week, (including weekends), and an annual fully comprehensive maintenance service.

II.1.5) Estimated total value

Value excluding VAT: £613,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 42933000 - Vending machines
- 15894500 - Vending-machine ingredients

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council areas of operation.

II.2.4) Description of the procurement

See available tender documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality Assessment / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £613,000

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

II.2.14) Additional information

See available tender documentation.

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

It is a requirement of this tender that if the Bidder is UK based they must hold a valid registration with Companies House. Where the Bidder is UK based but not registered at Companies House they must be able to verify to the Council's satisfaction that they are trading from the address provided in the tender and under the Company name given.

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.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

9 October 2023

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

9 October 2023

Local time

11:00am

Place

Falkirk

Information about authorised persons and opening procedure

Assistant Procurement Adviser

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

See available tender documentation.

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=743736.

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.

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:

The Council aims to secure the maximum economic benefit from the public money it spends each year, through an approach that seeks to reward socially responsible enterprises and those willing to deliver wider benefits through their contracts with the Council.

Participants are invited to offer voluntary community benefits.

Participant's responses to how and how well they will meet their obligations regarding delivery of supplemental community benefits will be reviewed but not scored.

(SC Ref:743736)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=743736

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Falkirk Sheriff Court and Justice of the Peace Court, Sheriff Court House, Main Street, Camelon

Falkirk

FK1 4AR

Country

United Kingdom