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Tender

## **18/1067 Supply and Delivery of Fresh Fruit and Vegetables**

Moray Council

F02: Contract notice

Notice identifier: 2024/S 000-026506

Procurement identifier (OCID): ocds-h6vhtk-04922c

Published 20 August 2024, 3:04pm

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

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

Moray Council

High Street

Elgin

IV30 1BX

#### **Contact**

Elaine McRae

#### **Email**

[procurement@moray.gov.uk](mailto:procurement@moray.gov.uk)

#### **Telephone**

+44 1343563137

#### **Country**

United Kingdom

**NUTS code**

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00160](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160)

**I.3) Communication**

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

<https://www.publictendersscotland.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.publictendersscotland.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**

18/1067 Supply and Delivery of Fresh Fruit and Vegetables

Reference number

18/1067

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

- 03220000 - Vegetables, fruits and nuts

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

Supplies

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

The Moray Council is to appoint a single supplier to provide a regular supply of fresh produce (fruit, vegetables and eggs) to Council establishments across the Moray local Authority area.

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

Value excluding VAT: £250,000

#### **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
- 03142500 - Eggs

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

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray

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

The Moray Council is to appoint a single supplier to provide a regular supply of fresh produce (fruit, vegetables and eggs) to Council establishments across the Moray local Authority area.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Contract is 3 years + 24 months 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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

4B.6 - Concerning any other economic or financial requirements, that may have been specified in the relevant Contract Notice, the bidder declares that:

4B.5.1 The bidder confirms they are already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated in the relevant contract notice.

Minimum level(s) of standards possibly required

4B.6 The bidder is required to confirm that (to the best of their knowledge) there are no material post balance sheet events or other business issues arising since the date of the last audited financial statements that materially impact the economic and financial standing of the economic operator.

Where the operator is not able to make such a conformation, full details of the relevant events shall be provided along with an explanation of the expected impact on the bidders economic and financial standing.

The bidder is required to provide a copy of the last 3 audited financial statements as evidence of their compliance to meet their statutory obligations.

4B.5.1

Employer's (Compulsory) Liability Insurance = 5 Million GBP

Public Liability Insurance =5 Million GBP

Product Liability Insurance =5 Million GBP

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

4C.1.2 - Please provide relevant examples of supplies and/or services carried out during the last three years as specified in the Contract Notice.

Minimum level(s) of standards possibly required

Minimum number of relevant examples: 3

Examples of contracts with similar nature in the last 3 years

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

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## **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 213-487958](#)

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

Date

20 September 2024

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

20 September 2024

Local time

12:00pm

Place

Moray

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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: 2029

#### **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**

Criteria:

4D.1 Will the bidder be able to produce certificates drawn up by independent bodies attesting that the bidder complies with the required quality assurance standards, including accessibility for disabled persons?

4D.1 Will the bidder be able to produce certificates drawn up by independent bodies attesting that the bidder complies with the required environmental management systems or standards?

Requirements

## Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

2. The bidder must have the following:

a. A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has, and continues to implement, a quality management policy that is authorised by their Chief Executive, or equivalent, which is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

b. Documented procedures for periodically reviewing, correcting and improving quality performance including processes for ensuring that the bidder's quality management is effective in reducing/preventing incidents of sub-standard delivery. This must include the quality of output and general performance.

1 The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with

BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

OR

2. The bidder must have the following:

a. A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. This policy must include and describe the bidder's environmental emergency response procedures, including the preparedness and response procedures for potential accidents and emergency response situations that give rise to significant environmental impacts (for example hazardous substances spill control).

b. Documented arrangements for ensuring that the bidder's environmental management procedures are effective in reducing / preventing significant impacts on the environment. This should evidence that the bidder's organisation's environmental policy implementation plan provides information as to how the organisation aims to discharge relevant legal responsibilities and provides clear indication of how these arrangements are communicated to the workforce in relation to environmental matters including: sustainable materials procurement; waste management; energy management. This should include the

arrangements for responding to, monitoring and recording environmental incidents and emergencies and complaints.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27336. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:775163)

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

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

Elgin Sheriff Court

High Street

elgin

IV30 1BU

Email

[elgin@scotcourts.gov.uk](mailto:elgin@scotcourts.gov.uk)

Telephone

+44 343542505

Country

United Kingdom