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Tender

## **Supply of Catering Goods to High Life Highland**

High Life Highland

F02: Contract notice

Notice identifier: 2021/S 000-027017

Procurement identifier (OCID): ocds-h6vhtk-02f0f6

Published 28 October 2021, 11:54am

The closing date and time has been changed to:

**24 December 2021, 12:00pm**

See the [change notice](#).

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

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

High Life Highland

12-13 Ardross Street

Inverness

IV3 5NS

#### **Email**

[hlh.business.support@highlifehighland.com](mailto:hlh.business.support@highlifehighland.com)

#### **Telephone**

+44 1349781700

## **Country**

United Kingdom

## **NUTS code**

UKM6 - Highlands and Islands

## **Internet address(es)**

Main address

<http://www.highlifehighland.com>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA23042](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA23042)

## **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>

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

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

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

Other type

Charity

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

Other activity

Leisure and learning

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## **Section II: Object**

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

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

Supply of Catering Goods to High Life Highland

Reference number

HLH-FT-04-21

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

- 15000000 - Food, beverages, tobacco and related products

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

Supplies

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

For the supply of catering goods to multiple High Life Highland locations throughout the Highlands – separated into 7 Lots.

#### **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**

Fresh meat

Lot No

1

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

- 15000000 - Food, beverages, tobacco and related products

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout Highlands of Scotland

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

For the supply of fresh meat to multiple High Life Highland locations throughout the Highlands.

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

### **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) Description**

### **II.2.1) Title**

Frozen goods

Lot No

2

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

- 15000000 - Food, beverages, tobacco and related products

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout the Highlands of Scotland

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

For the supply of frozen goods to multiple High Life Highland locations throughout the Highlands

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

#### **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) Description**

### **II.2.1) Title**

Grocery Items including Snacks, Beverages & Soft Drinks

Lot No

3

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

- 15000000 - Food, beverages, tobacco and related products

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout the Highlands of Scotland

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

For the supply of Grocery Items including Snacks, Beverages & Soft Drinks to multiple High Life Highland locations throughout the Highlands

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

### **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) Description**

### **II.2.1) Title**

Dairy produce

Lot No

4



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

- 15500000 - Dairy products

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout the Highlands of Scotland

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

For the supply of dairy produce to multiple High Life Highland locations throughout the Highlands

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

### **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) Description**

### **II.2.1) Title**

Fresh fruit and vegetables

Lot No

5

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

- 03221200 - Fruit vegetables

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout the Highlands of Scotland

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

For the supply of fruit and vegetables to multiple High Life Highland locations throughout the Highlands

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

### **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) Description**

### **II.2.1) Title**

Alcoholic beverages

Lot No

6

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

- 15910000 - Distilled alcoholic beverages

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout the Highlands of Scotland

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

For the supply of alcoholic beverages to multiple High Life Highland locations throughout the Highlands

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

### **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) Description**

### **II.2.1) Title**

Bakery items

Lot No

7

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

- 15612500 - Bakery products

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Various locations throughout the Highlands of Scotland

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

For the supply of bakery products to multiple High Life Highland locations throughout the Highlands

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

Quality criterion - Name: Proposal for delivery of goods to all outlets / Weighting: 25

Quality criterion - Name: Provision of facility for ordering on-line / Weighting: 25

Quality criterion - Name: Provision of all specified ranges of items / Weighting: 25

Quality criterion - Name: Contract Management (sales representative) / Weighting: 20

Quality criterion - Name: Provision of Monthly Sales Reports / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Ongoing requirement

#### **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.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

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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 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

6 December 2021

Local time

12:00pm

Changed to:

Date

24 December 2021

Local time

12:00pm



See the [change notice](#).

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

English

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

Date

6 December 2021

Local time

12:00pm

Information about authorised persons and opening procedure

Business Support Officer

Commercial Manager

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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: 46 months

### **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**

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=671808](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=671808).

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.

(SC Ref:671808)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=671808](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=671808)

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

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

Inverness Justice Centre

Longman Road

INVERNESS

IV1 1AH

Country

United Kingdom