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Tender

Supply of Spring and Summer Bedding Plants and Hanging Baskets 2024 – 2027

Newcastle-under-Lyme Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-028025

Procurement identifier (OCID): ocds-h6vhtk-0402fa

Published 22 September 2023, 12:01pm

Section I: Contracting authority

I.1) Name and addresses

Newcastle-under-Lyme Borough Council

Castle House, Barracks Road

Newcastle-under-Lyme

ST5 1BL

Contact

Darren Green

Email

darren.green@newcastle-staffs.gov.uk

Telephone

+44 1782717717

Fax

+44 1782711032

Country

United Kingdom

NUTS code

UKG23 - Stoke-on-Trent

Internet address(es)

Main address

<http://www.newcastle-staffs.gov.uk/>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA0592

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.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.mytenders.co.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 of Spring and Summer Bedding Plants and Hanging Baskets 2024 – 2027

II.1.2) Main CPV code

- 03451100 - Bedding plants

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Borough Council of Newcastle-under-Lyme, Staffordshire is seeking a contractor to supply all seasonal bedding plants that will produce excellent floral displays throughout the seasons, and which will further enhance the reputation of Newcastle-under-Lyme - Historic Floral Town. The Borough participates annually in the Britain in Bloom Competition, has 7 Green Flags and an award winning Crematorium grounds, plants must be to a quality and standard to further the Borough's successes in these competitions.

II.1.5) Estimated total value

Value excluding VAT: £237,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 03451100 - Bedding plants

II.2.3) Place of performance

NUTS codes

- UKG23 - Stoke-on-Trent

Main site or place of performance

Newcastle-under-Lyme, Staffordshire

II.2.4) Description of the procurement

The Borough Council of Newcastle-under-Lyme is seeking a contractor to supply all seasonal bedding plants that will produce excellent floral displays throughout the seasons, and which will further enhance the reputation of Newcastle-under-Lyme - Historic Floral Town. The Borough participates annually in the Britain in Bloom Competition, has 7 Green Flags and an award winning Crematorium grounds, plants must be to a quality and standard to further the Borough's successes in these competitions.

II.2.5) Award criteria

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

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

The initial contract is for 36 months with the option to extend for a further 2 periods of 12 months.

II.2.10) Information about variants

Variants will be accepted: Yes

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 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

6 November 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: 12 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

7 November 2023

Local time

10:00am

Place

The Borough Council of Newcastle-under-Lyme, Castle House, Barracks Road, ST5 1BL

Information about authorised persons and opening procedure

Contracts, Procurement, Insurance and Risk Team Manager

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

The Contractor shall supply, up to 65,000 bedding plants each year to specific locations within the Borough of Newcastle-under-Lyme, delivered over an 8 day working period as specified within the documents, the seasonal bedding plants required to produce the floral displays.

The work shall also include for the collection from the Council of the hanging baskets which are currently about 200 in number of various sizes, (This number changes from year to year due to sponsorship requirement), making up, growing on and the delivery of these, to specific locations within the Borough.

The Authority has no central nursery and a depot that is not suitable for the storage of bedding plants; all plants are to be delivered to the respective flower beds within the Borough at 6.30 am over 1-2 consecutive days delivered to various local locations daily.

It is important that the plant cost within the bill of quantities reflects the full cost of delivery.

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=230344.

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.mytenders.co.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.

(MT Ref:230344)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>