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Tender

Hair and Beauty Framework

APUC Limited

F02: Contract notice

Notice identifier: 2023/S 000-031284

Procurement identifier (OCID): ocids-h6vhtk-040e6f

Published 24 October 2023, 9:21am

Section I: Contracting authority

I.1) Name and addresses

APUC Limited

Unit 27, Stirling Business Centre, Wellgreen

Stirling

FK8 2DZ

Email

omcintyre@apuc-scot.ac.uk

Telephone

+44 1314428930

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

<http://www.apuc-scot.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10402

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.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

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Hair and Beauty Framework

Reference number

MUS1001AP

II.1.2) Main CPV code

- 33700000 - Personal care products

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Authority is seeking Contractors for the delivery of hair and beauty products and equipment to the Scottish higher education (HE) institutions and further education (FE) institutions, and Scotland Excel (and their members and affiliated bodies).

II.1.5) Estimated total value

Value excluding VAT: £10,000,000

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

Specialist Salon Equipment

Lot No

II.2.2) Additional CPV code(s)

- 33711400 - Beauty products
- 31600000 - Electrical equipment and apparatus
- 33100000 - Medical equipments
- 39712000 - Electrical domestic appliances for use with the human body
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Specialist salon equipment including but not limited to small furniture, electrical goods and repair/maintenance.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Beauty Products and Beauty Kits

Lot No

1

II.2.2) Additional CPV code(s)

- 33711400 - Beauty products
- 33711420 - Makeup kits
- 33711200 - Make-up preparations

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Beauty consumables and beauty kits including but not limited to: facial enhancements, make-up, tanning products and tools and HABIA approved and personalised kits.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Hair Products and Hair Kits

Lot No

2

II.2.2) Additional CPV code(s)

- 33711600 - Hair preparations and articles

- 33711610 - Shampoos
- 33711620 - Combs
- 33711800 - Shaving preparations

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Hair consumables and hair kits including but not limited to: hair removal products, salon essentials, styling products and tools and HABIA approved and personalised kits.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Colour Houses

Lot No

3

II.2.2) Additional CPV code(s)

- 33711600 - Hair preparations and articles

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Colour houses including but not limited to permanent, semi-permanent, temporary, quasi and bleaches.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Hairdressing - Wet Products

Lot No

4

II.2.2) Additional CPV code(s)

- 33711600 - Hair preparations and articles
- 33711610 - Shampoos

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Hairdressing products – wet products including but not limited to shampoos, conditioners and styling products.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Specialist Skincare

Lot No

5

II.2.2) Additional CPV code(s)

- 33711500 - Skin-care products
- 33711510 - Sun protection products
- 33711540 - Para-pharmaceutical creams or lotions

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Specialist skincare – including but not limited to facial and body cleansing, toning, exfoliating and moisturising products; massage mediums and aromatherapy products.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Nail Care Products

Lot No

6

II.2.2) Additional CPV code(s)

- 33742000 - Nail care products
- 33711300 - Manicure or pedicure preparations
- 33741000 - Hand care products
- 33713000 - Foot care products

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Nail care products including but not limited to gels, polish, lamps, tools and kit systems.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Theatrical/Specialist Make-up

Lot No

7

II.2.2) Additional CPV code(s)

- 33711400 - Beauty products
- 33711200 - Make-up preparations
- 33711420 - Makeup kits

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Theatrical/specialist make-up including but not limited to make-up specific for media and fashion photography including tools and student kit products.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Wigs and Hair Pieces

Lot No

8

II.2.2) Additional CPV code(s)

- 33711630 - Wigs

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Wigs and hair pieces including but not limited to hair extensions and associated materials/equipment.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Uniforms

Lot No

9

II.2.2) Additional CPV code(s)

- 18100000 - Occupational clothing, special workwear and accessories
- 18110000 - Occupational clothing

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Student and staff uniforms including but not limited to: tunics, T-shirts, trousers, aprons/tabards.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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 Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Hair and Beauty Disposables - Sustainable Alternatives

Lot No

11

II.2.2) Additional CPV code(s)

- 33760000 - Toilet paper, handkerchiefs, hand towels and serviettes
- 33770000 - Paper sanitary
- 33772000 - Disposable paper products

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

Including, but not limited to biodegradable towels, aprons, sheets, gloves and plastic free salon disposables.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for a period of up to 12 months subject to satisfactory performance and continued Institutions requirements.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Minimum level(s) of standards possibly required

Please refer to the "Qualification Envelope" of the ITT within PCS-T to answer the selection criteria.

Please refer to Part IV Selection Criteria: Questions within 4B.5 of the SPD

Tenderers must confirm they can provide the following supporting evidence prior to award:

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

Product Liability Insurance = GBP 2 Million

Public Liability Insurance = GBP 5 Million

With reference to SPD question 4B.6 - The successful Contractor(s) will be required to provide two years audited accounts, or equivalent if awarded a place on the Framework Agreement. Alternatively, if the Contractor is unable to provide the required accounting information e.g. a new business without the required accounts, then they will be required to provide a bankers letter demonstrating their willingness to support the Contractors organisation over the term of the Framework Agreement. The two years audited accounts, or equivalent will be subject to ratio analysis.

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

Tenderers must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This includes confirmation that they have the systems in place to pay subcontractors through the supply chain promptly (i.e. no later than 30 days after the invoice (or similar claim) relating to the payment is presented) and effectively, and provide evidence when requested of:

- a) their standard payment terms
- b) ?95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Submission of Management Information Following commencement of the Framework Agreement, the Contractor will provide a performance report to the Authority on a quarterly basis to include spend by Institution under the Framework Agreement for the reporting period. Contractors must provide the information on a quarterly basis, within 10 working days following the start of each quarter. Data must be uploaded to the website: <http://ucsp.ac.uk/>

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

Date

4 December 2023

Local time

2:00pm

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

IV.2.7) Conditions for opening of tenders

Date

4 December 2023

Local time

2:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: October 2027

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

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.

Suppliers should confirm they will be in a position to complete (at point of award) the following:

Appendix A Form of Tender

Appendix B Freedom of Information

Appendix D APUC Sustain Supply Chain Code of Conduct

Appendix G Declaration of Non- Involvement in Human Trafficking and Labour Exploitation

Appendix H SCM RP Section 1

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25391. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

It is a requirement that the range of services to be delivered under this framework agreement will be delivered by each of the main

contractors.

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:

Suppliers will be asked to offer added value activities including training for lecturers and students, take-back schemes and support and sponsorship for college events.

(SC Ref:747332)

VI.4) Procedures for review

VI.4.1) Review body

Stirling Sheriff Court and Justice of the Peace Court

Sheriff Court House,

Stirling

Fk8 1NH

Email

stirling@scotcourts.gov.uk

Telephone

+44 1786462191

Country

United Kingdom