

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/031672-2023>

Tender

## **Supply of Coffee Shop and Café Solutions**

Leeds City Council

F02: Contract notice

Notice identifier: 2023/S 000-031672

Procurement identifier (OCID): ocds-h6vhtk-040f5e

Published 26 October 2023, 4:20pm

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

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

Leeds City Council

Civic Hall, 3rd Floor West,

Leeds

LS1 1UR

#### **Contact**

Laura Skirrow

#### **Email**

[laura.skirrow@leeds.gov.uk](mailto:laura.skirrow@leeds.gov.uk)

#### **Telephone**

+44 01135351235

#### **Country**

United Kingdom

**Region code**

UKE42 - Leeds

**National registration number**

171459162

**Internet address(es)**

Main address

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

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104105>

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=72485&B=UK](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=72485&B=UK)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=72485&B=UK](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=72485&B=UK)

Tenders or requests to participate must be submitted to the above-mentioned address

**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 Coffee Shop and Café Solutions

Reference number

78383

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

- 15860000 - Coffee, tea and related products

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

Supplies

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

Supply of Coffee Shop and Café Solutions - The Council is looking to establish a multi lot framework contract designed to facilitate the needs of various council facilities across the city of Leeds. 1 x 12 month possible extension available.

Lot 1 Purchase of Coffee Machines (estimated overall value including extensions £600,000)

Lot 2A Lease - Supply of Machine Only (estimated overall value including extensions £80,000)

Lot 2B Lease - Supply of Coffee and Free On-Loan Equipment (estimated overall value including extensions £80,000)

Lot 3 Service Only for Pre-Existing Equipment that is out of contract(estimated overall value including extensions £100,000)

Lot 4 Supply of Coffee Only for Machines (estimated overall value including extensions £340,000)

Lot 5 Supply of Ingredients (estimated overall value including extensions £80,000)

Lot 6 Supply of Fairtrade Ingredients (estimated overall value including extensions £20,000)

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

Value excluding VAT: £1,300,000

### **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**

Purchase of Coffee Machines

Lot No

1

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

- 39711310 - Electric coffee makers

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

NUTS codes

- UKE42 - Leeds

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

Supply of Coffee Shop and Café Solutions - The Council is looking to establish a multi lot framework contract designed to facilitate the needs of various council facilities across the city of Leeds.

Lot 1 - Purchase of Coffee Machines

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £600,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

## **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**

Lease - Supply of Machine Only

Lot No

2A

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

- 39711310 - Electric coffee makers

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

NUTS codes

- UKE42 - Leeds

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

Lot 2A - Lease - Supply of Machine Only

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

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

#### **II.2.6) Estimated value**

Value excluding VAT: £80,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

#### **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**

Lease - Supply of Coffee and Free On-Loan Equipment

Lot No

2B

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

- 03131100 - Coffee beans
- 39711310 - Electric coffee makers

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

NUTS codes

- UKE42 - Leeds

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

Lot 2B - Lease - Supply of Coffee and Free On-Loan Equipment

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £80,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

### **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**

Service Only for Pre-Existing Equipment that is out of contract

Lot No

3

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

- 39711310 - Electric coffee makers

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

NUTS codes

- UKE42 - Leeds

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

Lot 3 - Service Only for Pre-Existing Equipment that is out of contract

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £100,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

### **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**

Supply of Coffee Only for Machines

Lot No

4

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

- 03131100 - Coffee beans
- 15861000 - Coffee
- 15861100 - Roasted coffee

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

NUTS codes

- UKE42 - Leeds

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

Lot 4 - Supply of Coffee Only for Machines

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £340,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

### **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**

Supply of Ingredients

Lot No

5

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

- 15860000 - Coffee, tea and related products
- 15861000 - Coffee
- 15861200 - Decaffeinated coffee

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

NUTS codes

- UKE42 - Leeds

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

Lot 5 - Supply of Ingredients

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £80,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

### **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**

Supply of Fairtrade Ingredients

Lot No

6

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

- 15860000 - Coffee, tea and related products
- 15861000 - Coffee
- 15861200 - Decaffeinated coffee

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

NUTS codes

- UKE42 - Leeds

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

Lot 6 - Supply of Fairtrade Ingredients

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £20,000

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension available

### **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 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

27 November 2023

Local time

12:00pm

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

English

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

Date

27 November 2023

Local time

12:00pm

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

Interested parties can download the tender documentation directly from <https://yortender.eu-supply.com/> by using the scheme ID: 78383

Requests for documentation should not be made by telephone or e-mail. The documentation should be completed and returned by no later than the deadline specified in IV.2.2. Late submissions will not be accepted.

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

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

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further information from the contracting authority before the contract is entered into.

Such additional information should be requested from the addressee found in I.1. If an appeal regarding the award of a contract has not been successfully resolved the Public Contracts Regulations 2015 (SI 2015 No 102) provide for aggrieved parties who have

been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly (within 30 days beginning with the date when the economic operator first knew or ought to have known that grounds for such action had arisen).

Where a contract has not been entered into the court may order the setting aside of the award decision or order the authority to amend any document and may award damages. Following the correct implementation of a 10 day standstill period and publication of appropriate notices the court may only award damages once the contract has been entered into.