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Tender

Provision of Food Law Intervention Services

Orkney Islands Council

F02: Contract notice

Notice identifier: 2025/S 000-031848

Procurement identifier (OCID): ocds-h6vhtk-054774

Published 12 June 2025, 12:01pm

Section I: Contracting authority

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1NY

Contact

Denise Link

Email

Denise.link@orkney.gov.uk

Telephone

+44 01856873535

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.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

Provision of Food Law Intervention Services

Reference number

OIC/PROC/2170

II.1.2) Main CPV code

- 90700000 - Environmental services

II.1.3) Type of contract

Services

II.1.4) Short description

Orkney Islands Council as the Competent Food Authority for the County of Orkney is inviting tenders for the provision of programmed food law interventions at food businesses throughout the county of Orkney. The contract will run over a period of up to three years, with activity being commissioned as a planned programme of visits over the course of the three-year period.

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)

- 90700000 - Environmental services
- 90714000 - Environmental auditing
- 90711200 - Environmental standards other than for construction

II.2.3) Place of performance

NUTS codes

- UKM65 - Orkney Islands

Main site or place of performance

Orkney Islands

II.2.4) Description of the procurement

Orkney Islands Council as the Competent Food Authority for the County of Orkney is inviting tenders for the provision of programmed food law interventions at food businesses throughout the county of Orkney. The contract will run over a period of up to three years, with activity being commissioned as a planned programme of visits over the course of the three-year period.

In this document, unless otherwise stated the term “food law” includes food hygiene, food safety and food standards.

The provision of service covers the inspection for compliance with food law of allocated food businesses in groups 3, 2 and 1 but not the inspection of approved premises. It covers premises that will be due a routine programmed intervention during the period 01 April 2025 to 31 March 2028 and some legacy premises. It includes undertaking post inspection actions including preparation of a letter for premises owners and updating the Council’s computerised case management system (currently Civica APP).

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 30

Quality criterion - Name: Reporting Mechanisms / Weighting: 10

Quality criterion - Name: Project Management and Timescales / Weighting: 30

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £250,000

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

Start date

15 August 2025

End date

14 August 2028

This contract is subject to renewal

No

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

The relevant selection criteria will be included in the SPD Scotland module.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

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

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

14 July 2025

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

14 July 2025

Local time

2:00pm

Place

PCS Postbox opening via Teams

Information about authorised persons and opening procedure

Three Officers with delegated authority.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract.

The expenditure, work or effort undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

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=801525.

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.

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:801525)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=801525

VI.4) Procedures for review

VI.4.1) Review body

Sheriffs Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 01856872110

Country

United Kingdom