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Tender

NCL-24-031 Supply and Delivery of Soft Drinks and Confectionary

New College Lanarkshire
Ayrshire College

F02: Contract notice

Notice identifier: 2024/S 000-033883

Procurement identifier (OCID): ocds-h6vhtk-04af76

Published 21 October 2024, 9:49am

Section I: Contracting authority

I.1) Name and addresses

New College Lanarkshire

1 Enterprise Way, Motherwell Campus

Motherwell

ML1 2TX

Email

procurement@nclan.ac.uk

Telephone

+44 3005558080

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

<http://www.nclanarkshire.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00461

I.1) Name and addresses

Ayrshire College

Dam Park

Ayr

KA8 0EU

Email

procurement@ayrshire.ac.uk

Telephone

+44 1563523501

Fax

+44 1563538182

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www1.ayrshire.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00456

I.2) Information about joint procurement

The contract involves joint procurement

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

NCL-24-031 Supply and Delivery of Soft Drinks and Confectionary

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

The Authority is seeking a Contractor for Supply and Delivery of Soft Drinks and Confectionary to both New College Lanarkshire (NCL) and Ayrshire College (AC). This is a joint procurement. New College Lanarkshire shall act as lead Authority for the purpose of administering this procurement exercise.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 15312300 - Potato crisps
- 15312310 - Flavoured potato crisps
- 15842000 - Chocolate and sugar confectionery
- 15982000 - Soft drinks
- 15842300 - Confectionery

II.2.3) Place of performance

NUTS codes

- UKM8 - West Central Scotland

Main site or place of performance

New College Lanarkshire's Motherwell, Coatbridge and Cumbernauld campuses, and Ayrshire College's Ayr, Kilwinning and Kilmarnock campuses.

II.2.4) Description of the procurement

The Authority is seeking a Contractor for Supply and Delivery of Soft Drinks and Confectionary to both New College Lanarkshire (NCL) and Ayrshire College (AC). This is a joint procurement. New College Lanarkshire shall act as lead Authority for the purpose of administering this procurement exercise. The requirements to be supplied and delivered will be from a core range of goods. Other items may be required over the contract period.

II.2.5) Award criteria

Quality criterion - Name: Quality Assurance & Delivery Methodology / Weighting: 10

Quality criterion - Name: Ordering and Payment Process / Weighting: 7

Quality criterion - Name: Product Recall / Weighting: 5

Quality criterion - Name: Key Personnel / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 3

Price - Weighting: 70

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Agreement for a further x2 12 months subject to satisfactory performance and continued Authority 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

List and brief description of selection criteria

Question 4B.6 of the SPD.

Please complete the questions on financial accounts and supporting information. Successful Tenderer's will be required to provide two years of audited accounts or equivalent prior to award to the Agreement. This information will be used to assess the Tenderers economic and financial standing and is deemed a minimum standard and is mandatory. A fail will result in elimination from the procurement exercise.

Minimum level(s) of standards possibly required

Pass = The Tenderer has provided all financial accounts and supporting information requirements outlined in PCS-Tender and has demonstrated satisfactory economic and financial standing.

Fail = The Tenderer has not provided the required financial accounts and supporting information or has provided the information but has not demonstrated satisfactory economic and financial standing.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Question 4C.1.2 of the SPD

Bidders are required to provide 2 examples in the last 3 years to demonstrate that they have relevant experience to deliver the services as described.

Question 4C.4 of the SPD

Please provide a statement of the relevant supply chain management and/or tracking systems use as requested below:

Tenderers must confirm prior to award that they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain.

This will include confirmation that they have systems in place to pay contractors through the supply chain promptly and effectively and provide evidence when requested of:

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

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

Please confirm on PCS-T that you can meet this requirement and this information shall be provided when requested, prior to award.

Question 4C.7 of the SPD

Tenderers will be required to confirm that they will employ environmental management measures as follows:

Tenderers will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

- a completed copy of the Tenderer 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

For tenderers information, an example blank 'relevant contract' Climate Change Plan Template has been provided.

Please confirm on PCS-T that you can meet this requirement and this information shall be provided when requested, prior to award.

Question 4C.10 of the SPD

Please provide details of the proportion (i.e., percentage) of the contract that you intend to sub-contract.

Tenderers are required to confirm whether they intend to sub-contract or not and, if so, for what proportion of the contract.

Minimum level(s) of standards possibly required

Question 4C.1.2

Pass = The Tenderer provided 2 examples of relevant experience in the last three years.

Fail = The Tenderer has not provided 2 examples of relevant experience in the last three years or the Tenderer has responded to the request but the examples provided are not relevant.

Question 4C.4

Pass = Tenderer has confirmed that they have access to the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain and will be in a position to provide evidence when requested of a) their standard payment terms and b) or equal to 95% of all supply chain invoices being paid on time (in accordance with the terms of the contract) in the last financial year.

If unable to confirm, an improvement plan signed by their director which improves payment performance is provided.

Fail = Tenderer has been unable to confirm a) above and has not provided b) above, when requested.

Question 4C.7 of the SPD

Pass = The Bidder has provided a completed copy of their Bidder Climate Change Plan (or equivalent), when requested.

Fail = The Bidder has not provided a completed copy of their Climate Chain Action Plan (or equivalent), when requested.

Question 4C.10 of the SPD

Pass = Tenderer has confirmed whether it intends to subcontract or not and if so, details of proportion of contract sub-contracted are provided.

Fail = Tenderer has failed to answer the question.

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

22 November 2024

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

22 November 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: If the extension period were to be granted, the retender would occur in January 2029. However, if the extension period were to not be utilised, the retender would occur in January 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.

Where completion of specific appendices is indicated in the Procurement documents, these must be completed and uploaded to PCS-T as part of the ITT response.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27805. For more information see:

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

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:

Please demonstrate your organisations approach to delivering community benefits or achieving social value through this Agreement, for example, by providing training opportunities, apprenticeships, subcontractor opportunities or investment in the local community. Your response should refer (but not be limited) to the following areas detailed in

SECTION 3 - TENDER QUESTIONS AND EVALUATION CRITERIA, paragraph 12 technical question - Responsible Procurement – Community Benefits (3%).

(SC Ref:780787)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Country

United Kingdom