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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](mailto: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](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](mailto: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](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

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## **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

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### **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.



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## **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

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## **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