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Tender

Catering Delivery Partnership

University Of Edinburgh

F02: Contract notice

Notice identifier: 2025/S 000-059321

Procurement identifier (OCID): ocds-h6vhtk-0528c1

Published 24 September 2025, 2:57pm

Section I: Contracting authority

I.1) Name and addresses

University Of Edinburgh

Charles Stewart House, 9-16 Chambers Street

Edinburgh

EH1 1HT

Contact

Iain Davies

Email

idavies@ed.ac.uk

Telephone

+44 1316502759

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107

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/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

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

Catering Delivery Partnership

Reference number

EC1054

II.1.2) Main CPV code

- 55520000 - Catering services

II.1.3) Type of contract

Services

II.1.4) Short description

The University has a requirement for a supplier to provide a catering delivery service to handle requirements that cannot be fulfilled by the in-house service from ACE (Accommodation, Catering & Events).

The supplier needs to be able to fulfil catering requirements throughout the year and be able to deliver to multiple areas across the University. It is required to be competitively priced and at a specified quality and health & safety standard.

II.1.5) Estimated total value

Value excluding VAT: £5,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 55523000 - Catering services for other enterprises or other institutions

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

The University has a requirement for a supplier to provide a catering delivery service to handle requirements that cannot be fulfilled by the in-house service from ACE (Accommodation, Catering & Events).

The supplier needs to be able to fulfil catering requirements throughout the year and be able to deliver to multiple areas across the University. It is required to be competitively priced and at a specified quality and health & safety standard.

ACE should be first-choice for users at the University for catering with external supplier support needed when ACE reach capacity and there are catering requests they are unable to fulfil.

A successful outcome would be to have a supplier in place for users to select who are ready to pick up the additional catering demand from across the University as/when required.

The “Partnership” element which is referenced throughout this tender is defined as a vision for a collaborative working relationship with the successful bidder to maintain a continuity of service for catering in instances such as surges in demand or seasonal variances experienced throughout the course of the contract period.

The contract will be in place for an initial term of 2 years, with three options to extend for periods of 1-year each (2+1+1+1).

The estimated total contract value is based on forecast spend over a 5 year period.

The University does not guarantee any volume of product during the length of the contract. Volume is solely dependent on demand. All figures noted within the tender package are indicative only.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £5,000,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Total contract length: 2 years

Option to extend 1yr + 1yr + 1yr

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

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-028433](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

24 October 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

Tender must be valid until: 23 February 2026

IV.2.7) Conditions for opening of tenders

Date

24 October 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30027.
For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

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:

The University has included a Community Benefits Menu as part of this procurement in the attachments area on PCS-T. Suppliers are required to complete and attach this to the Community Benefits question in the Technical Envelope of PCS-T.

This menu includes a list of Community Benefits that can be offered and the number of points you can obtain for each one. Suppliers should consider what Community Benefits they can offer in accordance with the appropriate banding provided in Table 1. Supplier responses here and to this tender in general will form a commitment to deliver Community Benefits if appointed. Benefits will be delivered proportionate to the value of the work received by each supplier through this framework. This will be managed at the strategic meetings. If no work is received through this contract, the supplier will not be expected to deliver community benefits.

The banding has been set proportionate to the value of the contract you are bidding to deliver. For this requirement, the University is expecting the supplier to complete the menu up to the full potential value (including extensions) that they are bidding for.

(SC Ref:810805)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom