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Contract

## **Provision of Supply (leasing), Delivery, Installation inclusive of maintenance, annual Pressure Systems Safety Regulation (PSSR) 2000, Ad-hoc Repairs of Hot Beverage Machines and Hot Beverage Consumables**

Glasgow City Council

F03: Contract award notice

Notice identifier: 2025/S 000-059730

Procurement identifier (OCID): ocds-h6vhtk-0506db

Published 25 September 2025, 2:15pm

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

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

Glasgow City Council

40 John Street

Glasgow

G2 1DU

#### **Contact**

Caroline Dougan

#### **Email**

[caroline.dougan@glasgow.gov.uk](mailto:caroline.dougan@glasgow.gov.uk)

#### **Telephone**

+44 1412876845

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Supply (leasing), Delivery, Installation inclusive of maintenance, annual Pressure Systems Safety Regulation (PSSR) 2000, Ad-hoc Repairs of Hot Beverage Machines and Hot Beverage Consumables

Reference number

GCC006372CPU

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

- 15860000 - Coffee, tea and related products

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

Supplies

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

The objective of this procurement exercise is to appoint a Supplier to provide the Provision of Supply (leasing), Delivery, Installation inclusive of maintenance, annual Pressure Systems Safety Regulation (PSSR) 2000, Ad-hoc Repairs-Service of Hot Beverage Machines and Hot Beverage Consumables

This will include the supply, delivery, installation and ongoing maintenance, regulated annual checks, ad hoc service-repairs and hot beverage consumables.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,283,488

### **II.2) Description**

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

- 03131100 - Coffee beans

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow area

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

The objective of this procurement exercise is to appoint a Supplier to provide the Provision of Supply (leasing), Delivery, Installation inclusive of maintenance, annual Pressure Systems Safety Regulation (PSSR) 2000, Ad-hoc Repairs-Service of Hot Beverage Machines and Hot Beverage Consumables.

This will include the supply, delivery, installation and ongoing maintenance, regulated annual checks, ad hoc service-repairs and hot beverage consumables of the following elements-

Lease of Hot Beverage Machines and supply of associated products

Barista Espresso machines

Automatic Grinder and knock out drawer

Bean to Cup automated with milk fridge machine

Short term hire of event equipment including Bean to Cup automated machines for major events- hospitality

Soluble Hot Beverage machines

The successful Supplier must also provide-

Arrangement for annual PSSR regulatory checks

Supply and delivery of hot beverage consumables

Maintenance- Ad-hoc repairs

The lease of the hot beverage machines will include arrangement for installation, maintenance, annual regulatory PSSR checks and repairs.

The hot beverage machine for installation will be supplied by the successful Supplier and will be required to be installed into the named premises within the Glasgow area. The council will not lease the machines directly with any 3rd party, the lease contract will be directly with the successful Supplier.

For the avoidance of doubt, the successful supplier can utilise a 3rd party for leasing, but the contract will be with the Council and the successful Supplier. The successful supplier will manage the entire process of leasing directly with the council.

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

Quality criterion - Name: Service Delivery -Cafe and Venues / Weighting: 10

Quality criterion - Name: Service Delivery - Secondary Schools / Weighting: 10

Quality criterion - Name: Service Delivery - Roles and Responsibilities / Weighting: 16

Quality criterion - Name: Maintenance and Annual PSSR / Weighting: 5

Quality criterion - Name: Sustainability / Weighting: 9

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Training / Weighting: 5

Price - Weighting: 40

#### **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 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 000-016727](#)

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## **Section V. Award of contract**

### **Contract No**

GCC006372CPU

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

5 September 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 2

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Matthew Algie & Company Ltd

Lawmoor Road, Glasgow

Glasgow

G5 0UL

Email

[jody.gray@matthewalgie.com](mailto:jody.gray@matthewalgie.com)

Telephone

+44 7908967321

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £1,283,488

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## **Section VI. Complementary information**

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

Contract Value is an estimate based on rates submitted. Actual Contract Value may be more or less than stated.

Economic operators may be excluded from this competition if they are in any situations referred to in regulation 58 of the Public Contracts

(Scotland) Regulations 2015.

For SPD Questions 4D.1, 4D1.1, 4D1.2, 4D2, 4D2.1 and 4D2.2; Bidders should hold the relevant certificates for Quality Assurance

Schemes and Environmental Management Standards . If Bidders do not hold the relevant certificates, they will be required to respond to

supporting questions.

Bidders must complete Document Eight – Health and Safety Questionnaire and submit it with the tender submission (Only bidders who

pass the health and safety aspect shall be considered.

Freedom of Information Act

Information on the FOI Act is contained in Appendix A of the ITT.

Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI certificate (NB the council does not bind itself to withhold this information).

Tenderers Amendments

Bidders must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this

offer.

Prompt Payment

The successful Supplier shall, as a condition of being awarded the tender, be required to



demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these works are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the tenderer) be paid within 30 days of receipt. The successful tenderer shall also impose this condition on its sub-contractors in respect of payments due to any sub-sub-contractors, if any.

#### Non Collusion

Bidders will be required to complete the Non Collusion certificate.

#### Insurance Mandate

All successful suppliers will be required to sign an Insurance Mandate, contained in the buyers attachments area within the PCS Tender portal authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the mandate is not signed and returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the attachments area within the PCS Tender portal and are reference Document Two.

Additional information pertaining to this contract notice is contained in the Invitation to Tender Document One.

Bidders must ensure they read all the attachments available in the attachment area in line with this contract notice.

(SC Ref:811022)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

PO Box 23 1 Carlton Place

Glasgow

G5 9DA

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Country

United Kingdom

Internet address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

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

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

Glasgow City Council must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates concerned of its decision to award the contract. The Council must allow a period of at least the relevant standstill period (where the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 86 of The Public Contract (Scotland) Regulations 2015 ("the Regulations"). The Council is obliged to comply with the Regulations and any eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the Council must not enter into the contract unless the proceedings are determined, discontinued or disposed of;

or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.