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Tender

Coffee machine and beans

Proactis Buyer

F02: Contract notice

Notice identifier: 2019/S 000-000009

Procurement identifier (OCID): ocds-h6vhtk-002f39-integration

Published 9 January 2019, 10:55am

Section I: Contracting authority

I.1) Name and addresses

Proactis Buyer

10 Queens Road

Aberdeen

AB15 4ZT

Contact

Line Olsen

Email

line.olsen@proactis.com

Telephone

+44 1224636999

Fax

+44 1224636997

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

<http://www.mytenders.org>

I.3) Communication

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.uk

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Coffee machine and beans

II.1.2) Main CPV code

- 39711310 - Electric coffee makers

II.1.3) Type of contract

Services

II.1.4) Short description

Coffee machine and beans

II.1.5) Estimated total value

Value excluding VAT: £1,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 03131100 - Coffee beans
- 15860000 - Coffee, tea and related products
- 15861000 - Coffee
- 15861100 - Roasted coffee
- 15861200 - Decaffeinated coffee
- 15862000 - Coffee substitutes

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

II.2.4) Description of the procurement

Delivery of a coffee machine and coffee for that machine.

II.2.5) Award criteria

Quality criterion - Name: Good reviews / Weighting: 5

Quality criterion - Name: Durability / Weighting: 20

Price - Weighting: 20

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

After 6 months there will be a review. If the contract performance is considered good, the contract will be renewed with an additional 12 months. A new review will be held at 18 months and considered renewed for another 12 months. The contract duration can then be a total of 26 months

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

The candidates that meet the selection criteria will be considered for invitation. If more than 10, the limitation will be based on reviews the company has received from confirmed

customers.

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 IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

Accelerated procedure

Justification:

The new staff room is being completed ahead of time. Since the old staff room is closing as part of that project, the need for a coffee machine and coffee in time for the opening is dire.

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

6 February 2019

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

7 February 2019

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

(SC Ref:551169)

VI.4) Procedures for review

VI.4.1) Review body

Proactis Buyer

Aberdeen

Country

United Kingdom