

**United Kingdom-Glasgow: Catering services**  
**OJ S 152/2016 09/08/2016**  
**Contract notice – utilities**  
**Services**

**Directive 2004/17/EC**

**Section I: Contracting entity**

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**I.1. Name and addresses**

Official name: Scottish and Southern Energy Plc

Postal address: 95 Kilbirnie Street

Town: Glasgow

Postal code: G5 8JD

Country: United Kingdom

For the attention of: Helen Gerrard

E-mail: [ps.procurement@sse.com](mailto:ps.procurement@sse.com)

**Additional information can be obtained from:**

the abovementioned address

**Specifications and additional documents (including documents for a dynamic purchasing system) can be obtained from:** the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address

**I.2. Main activity**

Production, transport and distribution of gas and heat

Electricity

**I.3. Contract award on behalf of other contracting entities**

The contracting entity is purchasing on behalf of other contracting entities: no

**Section II: Object of the contract**

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**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting entity**

Provision of Catering Operations Forbury, Reading.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 2: Land transport services [2], including armoured car services, and courier services, except transport of mail

Main site or place of performance: UK.

NUTS code UK United Kingdom

**II.1.3. Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

**II.1.4. Information about framework agreement**

Framework agreement with a single operator

**Duration of the framework agreement**

Duration in years: 3

### **II.1.5. Short description of the contract or purchase(s)**

SSE is 1 of the largest and most forward looking energy providers in the UK and Irish markets, leading the way in the production, distribution and supply of electricity and gas as well as a number of other energy related services.

Listed on the London Stock Exchange, formed in 1998, with circa 20 000 employees, SSE stock continues to innovate and grow its market share and are justifiably proud of their reputation as an outstanding employer, with all employees guaranteed to receive the living wage as well as a number of other employee benefits.

The Company having commissioned the building of Forbury Place have taken the decision to tender all catering services for its site personnel and visitors. This new central hub in the Reading area will accommodate around 2 000 staff from nearby locations. This is a new build with no current catering facilities or service provision which is scheduled to open early 2017, the site will reflect SSE culture and the successful contractor will be proud to deliver the highest standards to the client. This requirement is specifically for Forbury Place.

Throughout the process contractors must be cognisant of SSE 'Areas of Focus' for Forbury Place, these are:

- Healthy options which are as affordable as less healthy ones are;
- A wide variety of choices;
- Food mileage;
- Contractor ethics and corporate social responsibility;
- Seasonality;
- Well-being;
- Innovation.

Further details will be included in the tender documentation.

The site population will be made up of a broad mix of staff from all areas of SSE's business and includes:

- Senior Executive Officers;
- Middle Management;
- Training Teams;
- Call Centre Staff;
- Office Hot Desking.

The scope of requirements will include but not be limited to:

- Food and Beverage Vending for the entire building;
- Separate coffee shop (branded) on ground floor level;
- Main staff restaurant;
- Hospitality services;
- Retail offer.

All parties wishing to take part shall confirm their interest by email to: [ps.procurement@sse.com](mailto:ps.procurement@sse.com) and refer to the SSE web portal: [www.sse.com/beingresponsible/responsiblebuyer/Procurement Regulations/ 003 FB PQQ](http://www.sse.com/beingresponsible/responsiblebuyer/Procurement%20Regulations/003%20FB%20PQQ) where a Pre Qualification Questionnaire (PQQ) can be downloaded. The PQQ has instructions for completion and submission according to a specific deadline.

Failure to respond by this deadline may result in the applicant not being invited to participate further.

### **II.1.6. CPV code(s)**

55520000 Catering services

### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

#### **II.1.8. Information about lots**

This contract is divided into lots: no

#### **II.1.9. Information about variants**

Variants will be accepted: no

### **II.2. Scope of the procurement**

#### **II.2.1. Total quantity or scope**

#### **II.2.2. Information about options**

Options: no

#### **II.2.3. Information about renewals**

This contract is subject to renewal: no

### **II.3. Duration of the contract or time limit for completion**

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

#### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

#### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: no

### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

#### **III.2.2. Economic and financial ability**

#### **III.2.3. Technical and professional ability**

#### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

#### **III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures): no

#### **IV.2. Award criteria**

##### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications or in the invitation to tender or to negotiate

##### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

#### **IV.3. Administrative information**

##### **IV.3.1. File reference number attributed by the contracting entity**

003-FB-20

##### **IV.3.2. Previous publication concerning this procedure**

no

##### **IV.3.3. Conditions for obtaining specifications and additional documents**

(except for a DPS)

Payable documents: no

##### **IV.3.4. Time limit for receipt of tenders or requests to participate**

26.8.2016 - 12:00

##### **IV.3.5. Languages in which tenders or requests to participate may be submitted**

##### **IV.3.6. Minimum time frame during which the tenderer must maintain the tender**

##### **IV.3.7. Conditions for opening of tenders**

Persons authorised to be present at the opening of tenders: no

#### **Section VI: Complementary information**

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##### **VI.1. Information about recurrence**

This is a recurrent procurement: no

##### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

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

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

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

###### **VI.4.2. Review procedure**

###### **VI.4.3. Service from which information about the review procedure may be obtained**

##### **VI.5. Date of dispatch of this notice**

4.8.2016

