

Tender

Contract for Supply & Delivery of Small Food Waste Caddys

- City & County of Swansea

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-019176

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Scope Scope

Reference

Description

The council is seeking to enter into a contract with a suitably competent contractor for the supply of Small (5-7 Litre) printed food waste caddys

Please Note

A sample of one Small (5-7 Litre) printed food waste caddy must be provided and received by the Council no later than closing date of the advertised tender paperwork. Samples of caddy must be adequately labelled with the supplier's name for the tender evaluation.

Addressed: FAO Thomas Williams , City and County of Swansea, Baling Plant, Ferryboat Close, Swansea Enterprise Park, Swansea SA6 8QN

The minimum order quantity will be 15,000 units in the first year of the contract, Orders on a call-off basis. Small food waste caddys as per specification - Green in colour, Fitted with hinged lid and handle and delivered pre-assembled, Solid wall design (not aerated/ventilated), Of a capacity of between 5-7 litres, The food caddy must be manufactured with a minimum of 30% recycled plastic content & Front panel to be printed/embossed with the council logo and text. Text will be confirmed at point of ordering. See current artwork below.

Delivery no later than 17 weeks from 1st order, All delivery and transport costs shall be included in the price offered

The Council must stress that it is the bidder's responsibility to make sure that samples are sent via a safe and suitable means of transport, such as recorded delivery or via a courier where you can track and guarantee the delivery so that samples are received by the closing date of the tender. If samples are not received by the Council, then they cannot be evaluated, and scoring allocated to evaluation of the samples cannot be awarded in these instances

Total value (estimated)

- £129,792 excluding VAT
- £155,750 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 May 2026 to 30 April 2027
- Possible extension to 30 April 2030
- 4 years

Description of possible extension:

Contract Period: 1st May 2026 – 30th April 2027

With The Option to Extend The Contract For Up To a Further 36 months

Main procurement category

Goods

CPV classifications

- 42914000 - Recycling equipment
- 90500000 - Refuse and waste related services

Contract locations

- UKL18 - Swansea
-

Participation Participation

Conditions of participation

A sample of one Small (5-7 Litre) printed food waste caddy must be provided and received by the Council no later than closing date specified in the tender paperwork. Samples of caddy must be adequately labelled with the supplier's name for the tender evaluation. The Council must stress that it is the bidder's responsibility to make sure that samples are sent via a safe and suitable means of transport, such as recorded delivery or via a courier where you can track and guarantee the delivery so that samples are received by the closing date of the tender. If samples are not received by the Council, then they cannot be evaluated, and scoring allocated to evaluation of the samples cannot be awarded in these instances. All delivery and transport costs shall be included in the price offered

Particular suitability

- Small and medium-sized enterprises (SME)
 - Voluntary, community and social enterprises (VCSE)
-

Submission Submission

Enquiry deadline

23 March 2026, 12:00pm

Tender submission deadline

30 March 2026, 12:00pm

Submission address and any special instructions

Project ref No. 62305 & ITT Ref No. 123484 Register your company on the eTenderWales portal (this is only required once):— Navigate to the portal: <http://etenderwales.bravosolution.co.uk>— Click the "Suppliers register here" link.— Enter your correct business and user details.— Note the username you chose and click "Save" when complete.— You will shortly receive an e-mail with your unique password (please keep this secure).— Agree to the terms and conditions and click "continue".2. Express an interest in the project:— Login to the portal with your username/password.— Click the "ITTs Open to All Suppliers" link (these are the ITTs open to any registered supplier).— Click on the relevant ITT to access the content.— Click the "Express Interest" button in the "Actions" box on the left-hand side of the page.— This will move the ITT into your "My ITTs" page (this is a secure area reserved for your projects only).

— Click on the ITT code. You can now access any attachments by clicking the “Settings and Buyer Attachments” in the “Actions” box.3. Responding to the invitation to tender:— You can now choose to “Reply” or “Reject” (please give a reason if rejecting).— You can now use the “Messages” function to communicate with the buyer and seek any clarification.— Note the deadline for completion, then follow the onscreen instructions to complete the ITT.— There may be a mixture of online and offline actions for you to perform (there is detailed online help available).If you require any further assistance use the online help. Alternatively, the BravoSolution helpdesk can be contacted (Monday to Friday, 8:00 to 18:00) on:— E-mail: help@bravosolution.co.uk— Phone: +44 8003684850Thanks

Tenders may be submitted electronically

Yes

Award criteria Award criteria

This table contains award criteria for this lot

Name	Description	Type	Weighting
Price: Evaluation 70%	Price: 70%, broken down as— Lowest Price 70%	Price	70.00%
Quality Evaluation: 30%	Quality Evaluation: 30%, broken down as— Quality of product 20% Quality of print 5% Delivery timescales 5%	Quality	30.00%

Procedure Procedure

Procedure type

Below threshold - open competition

Contracting authority Contracting authority

City & County of Swansea

- Public Procurement Organisation Number: PYYD-8699-BJGD

Civic Centre

Swansea

SA1 3SN

United Kingdom

Contact name: Lisa Evans

Telephone: +447966230649

Email: lisa.evans5@swansea.gov.uk

Website: <http://www.swansea.gov.uk/dobusiness>

Region: UKL18 - Swansea

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales

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