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Tender

College Infrastructure Strategy Baseline

Scottish Funding Council

F02: Contract notice

Notice identifier: 2024/S 000-000571

Procurement identifier (OCID): ocds-h6vhtk-042b83

Published 8 January 2024, 4:41pm

The closing date and time has been changed to:

1 March 2024, 5:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Scottish Funding Council

Apex 2, 97 Haymarket Terrace

Edinburgh

EH12 5HD

Email

finance@sfc.ac.uk

Telephone

+44 1313136500

Fax

+44 1313136501

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<https://www.sfc.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00381

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.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk>

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

College Infrastructure Strategy Baseline

Reference number

SFC 09 10-23

II.1.2) Main CPV code

- 70330000 - Property management services of real estate on a fee or contract basis

II.1.3) Type of contract

Services

II.1.4) Short description

SFC wish to procure the service of a technical consultancy and surveying or property experts to baseline college infrastructure in Scotland and create a consistent and comprehensive baseline of all physical and digital infrastructure that define and characterise the college estate in Scotland.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 70330000 - Property management services of real estate on a fee or contract basis
- 70332000 - Non-residential property services
- 70332200 - Commercial property management services
- 70332300 - Industrial property services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

SFC wish to procure the service of a technical consultancy and surveying or property experts to baseline college infrastructure in Scotland and create a consistent and comprehensive baseline of all physical and digital infrastructure that define and characterise the college estate in Scotland.

This will involve working with SFC to,

Define and develop baseline information requirements, including key documentation (e.g. estate strategy, capital plan etc) and categories of data supported by definitions to ensure a consistent approach across the college estate, including specific information related to individual colleges using recognised industry standards where appropriate,

Test and refine the baseline information with a selected group of colleges to understand the level of existing data held and the management systems used to store the data,

Set up and configure an established online tool to baseline physical and digital, infrastructure at each college,

Categorise information and data to provide a consistent approach to collection and management of data and information,

Collect generic information consistently across all college estates and specific information related to individual colleges,

Agree definitions for all categories and data and information filed to be collected to recognised priority standards or protocols,

Host and provide access to the online tool for an agreed suitable period of time to collect data and information,

Provide access to specified users,

Collect data and information,

Facilitate the data collection and provide “help desk” support to college Estate Managers,

Provide the ability to produce standard and ad hoc reporting to the level of individual buildings or assets locally, regionally and nationally,

Provide progress and status reports for the baselining exercise,

Outputs will provide an assessment and gap analysis of the Estate Managers’ assessment and opinion of the condition of individual assets for each college.

II.2.5) Award criteria

Quality criterion - Name: Understanding our Requirement / Weighting: 5

Quality criterion - Name: Methodology / Weighting: 25

Quality criterion - Name: Organisation and Team / Weighting: 15

Quality criterion - Name: Challenges / Weighting: 2.5

Quality criterion - Name: Risks / Weighting: 2.5

Quality criterion - Name: Project Plan and Contract Management / Weighting: 10

Quality criterion - Name: Presentation (if required) / Weighting: 10

Price - Weighting: 30

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

Duration in months

This contract is subject to renewal

Yes

Description of renewals

One year plus one year plus one year.

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

List and brief description of selection criteria

We will assess the economic and financial standing of the successful bidders using standard credit checking facilities.

Minimum level(s) of standards possibly required

Three years turnover and net profitability.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders should provide information about enrolment on professional or trade registers including RICS.

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Team must include RICS.

III.2.3) 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

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

Originally published as:

Date

15 February 2024

Local time

5:00pm

Changed to:

Date

1 March 2024

Local time

5:00pm

See the [change notice](#).

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: 30 April 2024

IV.2.7) Conditions for opening of tenders

Date

16 February 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=754527.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:754527)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=754527

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sherrif Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom