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Tender

Provision of Commercial Diving Services

CalMac Ferries Limited

F02: Contract notice

Notice identifier: 2021/S 000-000729

Procurement identifier (OCID): ocds-h6vhtk-028a2d

Published 14 January 2021, 9:16am

Section I: Contracting authority

I.1) Name and addresses

CalMac Ferries Limited

The Ferry Terminal

Gourock

PA191QP

Contact

Christopher Curtis

Email

christopher.curtis@calmac.co.uk

Telephone

+44 1475650100

Country

United Kingdom

NUTS code

UKM - SCOTLAND

Internet address(es)

Main address

<http://www.calmac.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10923

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Ferry Company

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Commercial Diving Services

Reference number

CSSD20-026

II.1.2) Main CPV code

- 98363000 - Diving services

II.1.3) Type of contract

Services

II.1.4) Short description

CalMac Ferries Limited (CFL), operator of the Clyde & Hebrides Ferry Service, is a multi-award-winning ferry and port operator and ship management specialist, providing essential lifeline services and logistical support to island and remote communities.

CFL is seeking to establish a Framework Agreement for the supply of Commercial Diving Services. On successful conclusion of the procurement, the Framework Agreement shall have a single participant.

II.1.5) Estimated total value

Value excluding VAT: £227,874

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98363000 - Diving services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

West Coast of Scotland

II.2.4) Description of the procurement

There are two distinct areas where CFL requires Commercial Diving Services, these areas are summarised below. Full detail of the requirement can be found within the “CSSD20-026 Commercial Diving Specification” available for download along with this Contract Notice.

PLANNED ATTENDANCE (INCLUDING REGULATORY INSPECTION)

Ports & Harbours (Operational) Requirement: CFL utilises Commercial Diving Services to assist with the regulatory inspection and repair of certain port infrastructure assets

Asset Management (Marine) Requirement: Services are required to carry out inspection, repair and maintenance work on CFL operated Vessels.

Attendance is deemed to be “Planned” where CFL provides a minimum of 72 hours’ notice of the requirement.

URGENT REACTIVE RESPONSE

Ports & Harbours (Operational) Requirement: CFL may require services in the event of an emergency at a harbour requiring prompt attendance. Urgent Reactive Response may be required on an emergency basis to deal with a safety issue and/or allow remedial action to be executed and services (if disrupted) resumed in the shortest possible time.

Asset Management (Marine) Requirement: CFL may require services in areas including but not limited to assistance with the removal of ropes, lines, fishing nets and creels from propellers, Voith and similar propulsion units. Urgent Reactive Response is typically required on an emergency basis to allow remedial action to be executed and services (if disrupted) resumed in the shortest possible time.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £227,874

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework will be let for an initial 4 year period, after which time it will be renewed.

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

Envisaged minimum number: 3

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

This Procurement will be conducted through the use of the Competitive Procedure with Negotiation (CPN).

All queries about this procurement must be made via the Public Contracts Scotland messaging system.

Statements including the specific requirements can be found within Section III.1.2 and III.1.3 of the Contract Notice.

The process to be applied will be:

Tenderer must pass the minimum standards sections of the SPD (Scotland).

SPD: Part 2, Section 2C: Reliance on the capacities of other entities.

Where an organisation relies on the capabilities of others a separate SPD is required and will be subject to Part 3 below.

SPD: Part 3, Section A, B, C, D will be assessed on a pass/fail basis. If any question subject to 'pass/fail' be assessed as 'fail' the entire submission will be set aside and take no further part in the competition.

SPD: Part 4: Turnover & Economic 7 Financial Standing

Minimum standards apply, these are further detailed under "Minimum level(s) of standards required" within the body of this Contract Notice. If any minimum standards within this section, (Part 4) are not met, the entire submission will be set aside and take no further part in the competition.

Criteria: Technical and professional Ability: 100%

Technical Envelope: Qualification Attachment CSSD20-026 must be downloaded, fully completed and submitted by the Tenderer. The Qualification Attachment shall be scored by the purchaser as follows:

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate previous

experience/capacity/capability relevant to this criterion.

25 - Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/ capacity/capability.

50 - Acceptable. Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and skills/capacity/capability but may lack in some aspects of similarity e.g. previous experience, knowledge or skills may not be of a similar nature.

75 - Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

100- Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

Further detail on question weightings can be found in Section III1.3 (Technical & Professional Ability) within this Contract Notice.

Subject to meeting any PASS/FAIL criteria, further to scoring all submissions using the above criteria, CFL shall invite (a maximum of) the top five (5) scoring Tenderers to participate in the next stage of the Procurement and submit a tender. For clarity, CFL shall invite a (minimum of) the top three (3) Tenderers to participate where more than (3) SPD submissions are received.

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Economic Operators will be evaluated in accordance with the Public Contracts (Scotland) Regulations 2015 on the basis of information provided within the SPD.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please refer to these statements when completing SPD Part 4.

Tenderers should note that a response to the following questions is mandatory:

[4B1a] General Yearly Turnover

[4B3] Set up of economic operator

[4B5a] Insurance - Professional Risk Indemnity

[4B5b] Insurance - Employer's (Compulsory) Liability

[4B5c] Insurance - Public Liability

Tenderers shall be required to satisfy minimum standards of economic and financial standing. To determine these standards, Tenderers shall:

(a) in response to Question Ref. 4B.1.a - The Tenderer should provide it's (general) yearly turnover for the previous 3 financial years, and also provide annual accounts as filed at Companies House (or equivalent if not UK registered company) for the last three years of trading, or

for the period which is available if trading for less than three. Recent accounts are preferred. Subsequently draft accounts would be preferred for the most recent trading period if filed accounts are unavailable.

CFL shall take the following ratios into account when reviewing the latest set of accounts, whether they be draft or published:

1- Return on Capital Employed

Ratio will be calculated as follows;

Net profit after Tax divided by Net Assets (Total assets less Current Liabilities)

2- Acid Test (Current Ratio)

Ratio will be calculated as follows; Net Current Assets divided by Net Current Liabilities

3- Gearing

Ratio will be calculated as total debt/total equity

4- Interest Coverage

Ratio will be calculated as Earnings Before Interest & Taxes, (EBIT) divided by interest payments due in the period

(b) in response to Question Ref. 4B.5, (a,b & c) confirm they already have or can commit to obtain the required levels of insurance prior to commencement of the contract.

Minimum level(s) of standards possibly required

[4B1a] General Yearly Turnover

Tenderers shall be required to satisfy minimum standards of economic and financial standing. These are described below:

- 1- Return on Capital Employed: must be at a ratio greater than “0”
- 2- Acid Test (Current Ratio): Current Ratio must be greater than “1”
- 3- Gearing: Gearing must be a figure of less than 100%
- 4- Interest Coverage: Interest Coverage must be a figure of 2 or above

There must be no qualification or contra-indication from any evidence provided in support of the Tenderer's economic and financial standing.

In response to Question Ref: 4B.5, (a,b & c), Tenderers must confirm they already have or can commit to obtain, prior to the commencement the following levels of insurance:

Employer's Liability Insurance = GBP 10 Million

Public Liability Insurance = GBP 5 Million

Professional Indemnity Insurance = GBP 5 Million

Tenderers should purchase any other insurance cover as necessary, taking into account the terms and conditions of this contract.

In responding to Question Ref. 4B.5, (a,b & c) of the SPD, where a Tenderer ticks the box “No, and I cannot commit to obtain it” the submission shall be marked as FAIL.

Tenderers which alter their composition after making a submission will be the subject of re-evaluation.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Technical and Professional Ability Part 4 & Qualification Attachment

The SPD and Qualification Attachment are designed to allow CFL to review evidence of Tenderer's experience in delivering similar services to the service being tendered.

The SPD and appropriate Tender responses should not make forward looking statements.

CFL will use the information provided in Tenderers responses to establish that each Tenderer has in the past provided a safe, responsive, compliant and innovative service in relation to the supply of Commercial Diving Services

SPD: Technical and Professional Ability Part 4

A response is mandatory for the following questions:

[4C1.1/4C1.2] Relevant Examples

In response to the above question. Tenderers must also fully complete and return the Qualification Attachment. Responses to each of the (9) questions in the Qualification Attachment shall be weighted as follows:

Q1-25% - Case Study 1

Q2-25% - Case Study 2

Q3- Pass/Fail

Q4- Pass/Fail

Q5-10% - Safety Management Systems

Q6-10% - Quality Control

Q7-10% - Risk Assessment

Q8-10% - Health & Safety Reporting

Q9-10% - Maintenance of Equipment

The following responses must also be completed by the Tenderer in completing Technical and Professional Ability Part 4:

[4C8.1] Average annual manpower

[4C8.2] Number of managerial staff

[4C10] Subcontracting proportion

Minimum level(s) of standards possibly required

If any question subject to 'pass/fail' scoring is scored 'fail' the entire submission may be set

aside and take no further part in the competition.

Technical and Professional Ability Part 4 & Qualification Attachment

SPD: Technical and Professional Ability Part 4

A response is mandatory for the following questions:

[4C1.1/4C1.2] Relevant Examples

Responses to each of the 9 questions in the Qualification Attachment are mandatory, a nil response for any question in the section shall be marked as a “fail”.

[4C8.1] Average annual manpower

Response is mandatory but not scored, for information only. Existence of a response shall determine “pass/fail” criteria.

[4C8.2] Number of managerial staff - Not scored, for information only

Response is mandatory but not scored, for information only. Existence of a response shall determine “pass/fail” criteria.

[4C10] Subcontracting proportion

Response is mandatory, if a Tenderer intends to subcontract more than 51% of their responsibilities under the Framework this response will be marked as a “fail”.

Tenderers must score a minimum of 50% in total across all responses to the Qualification Attachment. Where a score of less than 50% is achieved the submission shall be deemed non-compliant.

Questions in the Qualification Attachment shall be scored in accordance with Section II.2 (Description) of this Contract Notice.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

KPIs and Reporting Requirements shall be published along with the ITT during Stage 2 of this Procurement.

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

Competitive procedure with negotiation

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.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

17 February 2021

Local time

12:00pm

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

24 February 2021

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

Duration in months: 3 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The Framework shall be in place for a period of 4 years from the Framework commencement date, at which point the service shall be

re-tendered.

VI.3) Additional information

Full terms and conditions that may flow from this Procurement will be published along with the ITT. In the meantime, Tenderers should note that the conditions of the Procurement include (but are not limited to) the following:

-The eligibility requirements in this Contract Notice will apply to the procurement at all times. A Tenderer may be excluded from this competition if the Tenderer no longer meets the selection criteria set out in the Contract Notice at any stage during the competition and/or there is a change in identity, control, financial standing or other factor impacting on the selection process affecting the Tenderer;

- CFL is subject to the requirements of the Freedom of Information (Scotland) Act 2002 and the Environmental Information (Scotland) Regulations 2004. Accordingly, all information submitted to CFL may need to be disclosed and/or published by it in response to a request under FOISA or the EIRs; and

-Tenderers will remain responsible for all costs and expenses incurred by them in connection with this competition, CFL will not be liable to reimburse or compensate any costs incurred in connection with a Tenderer's participation in this competition, including any costs or other liability in respect of the cancellation of the process."

CFL reserves the right not to award a contract pursuant to this Procurement and to cancel the Procurement at any point without liability.

CFL reserve the right not to conclude any contract as a result of the procurement process initiated by this notice and to make whatever changes CFL deem appropriate to the content, process, timing and structure of the procurement process.

A Community Benefit (CB) clause has not been included within the ITT documents as a clause is considered not to be relative and /or proportionate to the nature of the service to

be required.

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=640751.

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:640751)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=640751

VI.4) Procedures for review

VI.4.1) Review body

Greenock Sheriff Court

1 Nelson Street

Greenock

PA15 1TR

Telephone

+44 1475787073

Country

United Kingdom