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Tender

Supply Delivery Maintenance and Repair of Cleaning Equipment

Scotland Excel

F02: Contract notice

Notice identifier: 2024/S 000-000915

Procurement identifier (OCID): ocids-h6vhtk-03a76d

Published 11 January 2024, 11:11am

Section I: Contracting authority

I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

Email

oss@scotland-excel.org.uk

Telephone

+44 1414888230

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.scotland-excel.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10383

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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Supply Delivery Maintenance and Repair of Cleaning Equipment

Reference number

05-23

II.1.2) Main CPV code

- 39713400 - Floor-maintenance machines

II.1.3) Type of contract

Supplies

II.1.4) Short description

It is anticipated that the scope of the equipment covered under the framework will include, but is not limited to, vacuums, scrubber-dryers,

sweepers, rotary machines, and carpet extractors.

There will also be a requirement for the service and maintenance of Cleaning Equipment.

II.1.5) Estimated total value

Value excluding VAT: £4,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Supply & Delivery of Cleaning Equipment & Associated Products

Lot No

1

II.2.2) Additional CPV code(s)

- 39713400 - Floor-maintenance machines

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Supply and delivery at a national price for a range of commercial cleaning machines used in municipal buildings and schools. Additional goods including spares and accessories are also within the scope.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 20

Price - Weighting: 80

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The initial period of the Framework Contract will run for 36 months from the commencement date with an option to extend for up to a further 12-month period subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of Scotland Excel.

Duration is 48 months if all options are exercised as stated above

II.2.13) Information about European Union Funds

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

II.2) Description

II.2.1) Title

Maintenance & Repair of Cleaning Equipment & Associated Products

Lot No

2

II.2.2) Additional CPV code(s)

- 39713400 - Floor-maintenance machines

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

It is anticipated that the scope of the equipment covered under the framework will include, but is not limited to, vacuums, scrubber-dryers, sweepers, rotary machines, and carpet extractors.

This lot is to provide the service and maintenance of Cleaning Equipment.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 20

Price - Weighting: 80

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

Duration in months

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This contract is subject to renewal

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Variants will be accepted: No

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Description of options

The initial period of the Framework Contract will run for 36 months from the commencement date with an option to extend for up to a further 12-month period subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of Scotland Excel.

Duration is 48 months if all options are exercised as stated above

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

In accordance with Regulation 59(12), as this proposed Framework Agreement is divided into Lots, these Economic and Financial Standing selection criteria apply separately in relation to each individual lot.

Minimum level(s) of standards possibly required

Minimum level(s) of standards required:

INSURANCE REQUIREMENTS:

It is a requirement of the contracts to be procured under the proposed framework agreement that tenderers hold, or can commit to obtain

prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

ALL LOTS

EMPLOYERS (COMPULSORY) LIABILITY = a minimum indemnity limit of 10 million GBP per occurrence.

PUBLIC/PRODUCTS LIABILITY = a minimum indemnity limit of 5 million GBP per occurrence, and in the aggregate in respect of

Products.

MOTOR VEHICLE INSURANCE = a minimum indemnity level of 1 million GBP in respect of third party property damage, without limit

to the number of claims; unlimited in respect of personal injury. For full details please see the Procurement Documents.

OTHER ECONOMIC AND FINANCIAL REQUIREMENTS:

A search of the tenderer against Equifax's Protect must not return a 'Warning' or 'Caution' returnable code or any neutral code, unless the

tenderer confirms that it can provide any other document which Scotland Excel considers appropriate to prove to Scotland Excel (acting

within its permitted discretion under the applicable public procurement rules) that the tenderer does/would not present an unmanageable

risk should it be appointed on to the proposed Framework Agreement. Equifax's protect is a fraud indicator/credit risk search and analysis

of five areas of threat in relation to a particular company: credit history; disqualification; validation and investigation bureau; connected

data; and bureau information. For full details please see the Procurement Documents.

III.1.3) Technical and professional ability

List and brief description of selection criteria

1. Subcontracting
2. Quality Management Procedures
3. Environmental Management Systems or Standards
4. Health and Safety Procedures

For full details please see the Procurement Documents. In accordance with Regulation 59(12), as this proposed Framework Agreement is

divided into Lots, these Technical and professional ability selection criteria apply separately in relation to each individual lot.

Minimum level(s) of standards possibly required

SUBCONTRACTING:

Tenderers will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contracts to be called-off

under the proposed framework agreement. If you intend to subcontract any share of the contract to third parties on whose capacity you do

not rely on to satisfy the selection criteria, you must secure that each subcontractor completes a separate SPD (Scotland) Response for all

Parts of the SPD (Scotland) Qualification Envelope, except Part 4 (Selection criteria).

QUALITY MANAGEMENT PROCEDURES:

The tenderer must have the following: The tenderer **MUST HOLD** a UKAS (or equivalent) accredited independent third party certificate of

compliance in accordance with BSEN ISO 9001 (or equivalent).

OR

A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that

the tenderer has and continues to implement a quality management policy that is authorised by their Chief Executive, or equivalent, and is

periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and

set out responsibilities for quality management throughout the organisation.

ENVIRONMENTAL MANAGEMENT SYSTEMS OR STANDARDS:

The tenderer must have the following: The tenderer **MUST HOLD** a UKAS (or equivalent) accredited independent third party certificate of

compliance with BSEN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate.

OR

A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. This

policy must include and describe the tenderer's environmental emergency response procedures including the preparedness and response

procedures for potential accidents and emergency response situations that give rise to significant environmental impacts (for example

hazardous substances spill control).

HEALTH AND SAFETY PROCEDURES:

The tenderer must have the following: The tenderer MUST HOLD a UKAS (or equivalent), accredited independent third party certificate

of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment

requirements of a scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

OR

A regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or

equivalent. The policy must be relevant to the nature and scale of the work and set out responsibilities for H&S management at all levels

within the organization. The policy must be relevant to the nature and scale of your operations and set out your company's responsibilities

of health and safety management and compliance with legislation

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

For full details of the conditions relevant to the proposed Framework Agreement, and contracts to be called-off thereunder (to the extent known or settled at this stage), please see the procurement documents (details of how to access these being set out in section "I.3)

Communication" of this Contract Notice).

It should be noted that, in accordance with Regulations 20 (7) and 20 (8) of the Public Contracts (Scotland) Regulations 2015, Scotland Excel may, where it is considered necessary, impose conditions for the performance of the contract by a group of economic operators which are different from those imposed on individual participants (for example Scotland Excel may require the group of economic operators to be jointly and severally liable for the performance of the contract), and may require groups of economic operators to assume a specific legal form for the purposes of the award of the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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 several operators

Envisaged maximum number of participants to the framework agreement: 10

IV.1.6) Information about electronic auction

An electronic auction will be used

Additional information about electronic auction

This is at the discretion of each Scotland Excel Council, Associate Member or other bodies Participating and applicable requirements will be set out by them during the procedure for the call-off of a contract under this proposed framework agreement (subject to law).

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-005278](#)

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

Date

12 February 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

12 February 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Scotland Excel is a central purchasing body and is procuring this framework on behalf of the following contracting authorities (and

successor bodies):

The 32 local authorities in Scotland listed at <http://www.scotland-excel.org.uk/home/Aboutus/Ourmembers/Local-authorities.aspx>;

Advanced Procurement for Universities and Colleges (APUC Ltd) and their member organizations across the higher and further education

sector in Scotland

NHS Scotland entities constituted pursuant to the National Health Service (Scotland) Act 1978 (i.e. all NHS Scotland Health Boards,

Special Health Boards and the Authority or other NHS Organization established pursuant to the NHS (Scotland) Act 1978), any integrated

Joint Boards established pursuant to the new Public Bodies (Joint Working) Scotland Act 2014.

Scotland Excel associate members listed at <http://www.scotland-excel.org.uk/home/Aboutus/Ourmembers/Associate-members.aspx>; any Integration Authority, or other body, established pursuant to the Public Bodies (Joint Working) (Scotland) Act 2014

The above is subject to each contracting authority entering into and maintaining a relevant membership agreement or other access

agreement with Scotland Excel.

Retrospective rebates apply to this framework. Please see the Special Conditions of Contract

Tenderers are advised that the envisaged maximum number of participants that might be appointed to the proposed framework agreement

set out in section IV.1.3 of this contract notice is purely indicative. Scotland Excel reserves the right to appoint more or less bidders than

the envisaged maximum number to the proposed Framework Agreement.

Tenderers are advised that whether electronic ordering, invoicing and payment will be used or accepted is at the discretion of each

contracting authority entitled to use this proposed framework agreement and will be settled by them during call-off of a contract under

this proposed framework agreement.

IMPORTANT NOTE: For some lots particular requirements apply, including but not limited to, a Minimum Bid

Requirement, and the requirement to evidence conformance with the Tender Specification

in all lots . Bids MAY be excluded

from evaluation (in whole, or in part) if they do not include the information required in accordance with instructions given. Bids may be

subject to a specific EVALUATION APPROACH in particular circumstances detailed in the instructions.

Detailed information and instructions are contained within the tender documents

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23965. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

Tenderers will be requested to confirm if they will offer community benefits for this framework.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23965. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

A summary of the expected community benefits has been provided as follows:

It has become clear that there is scope within the legal framework which applies to public contracts, to deliver wider social benefits such as:

* Targeted recruitment and training

* Community engagement

As part of your response

(SC Ref:738486)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI2015/446)(as amended) may bring proceedings in the Sheriff Court or the Court of Session.