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Tender

## **Marine Data Handling and Analysis**

Crown Estate Scotland

F02: Contract notice

Notice identifier: 2024/S 000-001091

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

Published 12 January 2024, 12:43pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Crown Estate Scotland

Quartermile Two, 2nd Floor, 2 Lister Square

Edinburgh

EH3 9GL

#### **Email**

[dean.scott@scotland-excel.org.uk](mailto:dean.scott@scotland-excel.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

<http://crownstatescotland.com/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA29444](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA29444)

## **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](http://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](http://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](http://www.publiccontractsscotland.gov.uk)

## **I.4) Type of the contracting authority**

Other type

Public Corporation

## **I.5) Main activity**

Other activity

Property

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Marine Data Handling and Analysis

#### **II.1.2) Main CPV code**

- 72322000 - Data management services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

To supplement our in-house resources Crown Estate Scotland (CES) wish to appoint a consultant to support our Energy & Infrastructure Team with the data handling tasks critical to the effective management of our tenants' marine survey data and associated documents uploaded to the Marine Data Exchange (MDE).

#### **II.1.5) Estimated total value**

Value excluding VAT: £180,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 72322000 - Data management services

#### **II.2.3) Place of performance**

NUTS codes

- UKM - Scotland

## **II.2.4) Description of the procurement**

To supplement our in-house resources Crown Estate Scotland (CES) wish to appoint a consultant to support our Energy & Infrastructure Team with the data handling tasks critical to the effective management of our tenants' marine survey data and associated documents uploaded to the Marine Data Exchange (MDE). The MDE is a digital platform and a data management system developed by Crown Estate (TCE) in 2013 to store, manage and disseminate offshore survey data collected by our tenants throughout the lifetime of a project. It also holds research outputs from evidence programmes such as the Offshore Wind Evidence and Change programme. CES has recently entered a partnership with TCE to use MDE for the collection of its tenants' marine survey data.

The requirement is for a company with a small team of professionals, who are, ideally, familiar with marine data management standards and offshore survey data to provide data management, insights, and research support during the term of the appointment, in accordance with agreed standards, methodologies and deadlines. Standard tasks will include carrying out the MDE's Quality Assurance process, creation of Data Highlights and Insights, creation, and management of the MDE series extents (a record of the spatial footprint of the surveys we hold), and on occasion the preparation, validation and upload of survey data and associated discovery standard metadata (further details within the accompanying documentation).

## **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

## **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 initial contract will be for a period of 2 years with the option to extend for a further period of up to 2 years (2 x 12 months extensions) subject to satisfactory financial and contractual performance.

#### **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

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## **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

SPD (SCOTLAND) QUESTION - 4B.1.1 General Yearly Turnover

SPD (SCOTLAND) QUESTION - 4B.5 Insurance

SPD (SCOTLAND) QUESTION - 4B.6 Other Economic or Financial Requirements

Minimum level(s) of standards possibly required

Minimum level(s) of standards required:

Bidders will be required to have a general Yearly turnover of a minimum of 90,000.00 GBP for the last two (2) years.

Insurance Required:

- Employers' liability - Statutory minimum indemnity limit of FIVE MILLION POUNDS (5,000,000) STERLING each and every claim

- Public and products liability - A minimum indemnity limit of ONE MILLION POUNDS (1,000,000) STERLING each and every claim

- Professional Risk Indemnity - A minimum indemnity limit of ONE MILLION POUNDS (1,000,000) STERLING each and every claim

- Statutory third-party motor vehicle insurance – To be evidenced by way of a MV certificate in the COMPANY name, OR where there is no company fleet and employees use their own vehicles instead, a letter signed by a person of appropriate authority confirming that the provider has ongoing arrangements in place to ensure that employees' vehicles are appropriately insured and maintained for business purposes.

Other Economic or Financial Requirements

Crown Estate Scotland will utilise Dun & Bradstreet (D&B) Failure Score of 30 or above. Tenderers (including all participants in a group) are required to have a Failure Score of 30 or

above in order to demonstrate its financial strength and stability.

It is recommended that Tenderers review their own D&B Failure Score in advance of submitting a Tender Submission. Where the Tenderer does not have a D&B Failure Score, or where the Tenderer does not consider that the D&B Failure Score reflects their current financial status; the Tenderer may give an explanation within the Tender Submission, together with any relevant supporting alternative evidence which demonstrates its financial strength/stability.

Where the Tenderer is under no obligation to publish accounts and therefore does not have a D&B Failure Score, they must provide their audited financial accounts for the previous 3 years as part of their SPD Submission in order that Crown Estate Scotland may assess these to determine the suitability of the Tenderer to undertake a contract of this size.

Where a Tenderer does not meet the minimum financial requirements in its own right and wishes to rely on the financial standing of a parent company, Tenderers should provide a statement that they commit to obtaining a parent company guarantee in the form attached in the Standard Documents Parent Company Guarantee.

Where a consortium bid is received, the D&B Failure Score of each consortium member shall be assessed and each must achieve a D&B failure score of 30 or above.

Where a sub-contractor material to the performance of the Contract or where the Tenderer intends to sub-contract more than 25% of any contract value to a single sub-contractor, the Tenderer may be required to confirm that the sub-contractor(s) has a D&B failure score of 30 or above. Crown Estate Scotland reserves the right to request one copy of all sub-contractor last 3 financial years' audited accounts and details of significant changes since the last financial year end.

### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Throughout the duration of the Contract, the Service Provider's performance will be monitored and evaluated, as per the conditions and requirements contained within the tender documents.

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## **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**

Date

12 February 2024

Local time

12:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

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

#### **IV.2.7) Conditions for opening of tenders**

Date

12 February 2024

Local time

12:00pm

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## **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**

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=754960](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=754960).

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](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.

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:

Tenderers are expected to provide proposals regarding how they will add value towards community benefits, which will be considered as

part of their tender submission. Please detail the actions that the Tenderer will take to deliver community benefits.

Factors to consider as opportunities for community benefits could include:

- Generating employment and training opportunities for priority groups;
- Vocational training;
- Training existing workforce;
- Equality and diversity initiatives;
- Working with schools, colleges, universities to offer work experience or educational/professional advice;
- Community engagement events or providing value to the local community;
- Minimising negative environmental impacts.

(SC Ref:754960)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=754960](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=754960)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom