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Tender

## **Small Works Mechanical and Electrical Consultancy Services**

East Renfrewshire Council

F02: Contract notice

Notice identifier: 2021/S 000-001237

Procurement identifier (OCID): ocds-h6vhtk-028c2b

Published 21 January 2021, 12:56pm

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

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

East Renfrewshire Council

Eastwood HQ, Eastwood Park,

Giffnock

G46 6UG

#### **Contact**

Sean Skelton

#### **Email**

[sean.skelton@eastrenfrewshire.gov.uk](mailto:sean.skelton@eastrenfrewshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

<http://www.eastrenfrewshire.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00183](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00183)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.publctenderscotland.publiccontractsscotland.gov.uk](http://www.publctenderscotland.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publctenderscotland.publiccontractsscotland.gov.uk](http://www.publctenderscotland.publiccontractsscotland.gov.uk)

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Small Works Mechanical and Electrical Consultancy Services

Reference number

CE 20 21 052

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

- 71321000 - Engineering design services for mechanical and electrical installations for buildings

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

Services

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

East Renfrewshire Council is looking to establish a contract to provide its property and technical service a term consultants they can use to undertake small Mechanical and Electrical Consultancy services as part of capital plan and other works.

The majority of these appointments will have a purchase order value between 1000 - 10000 (GBP)

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

Value excluding VAT: £250,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 71320000 - Engineering design services
- 71321200 - Heating-system design services
- 71321300 - Plumbing consultancy services

- 71321400 - Ventilation consultancy services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

East Renfrewshire Council is looking to establish a single contract for the provision of mechanical and electrical engineering consultancy services.

The aims of this procurement exercise is to :

- Provide property and technical service a consultant they can use to undertake mechanical and Electrical Consultancy service as part of capital plan
- To provide a contract that allows flexibility and supports PATS and wider council's workplan.
- To allow relationship to be built throughout the duration of the contract.

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

Quality criterion - Name: Added Value / Weighting: 15

Quality criterion - Name: Knowledge / Weighting: 30

Quality criterion - Name: Communication Strategy / Weighting: 15

Quality criterion - Name: Design & Technical Competence / Weighting: 25

Quality criterion - Name: Construction / Commissioning / Weighting: 15

Price - Weighting: 30

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The council Reserve the right to extend for a further X 12 months period Up to the value of 125,000 GBP per annum

**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

**II.2.14) Additional information**

Weightings for technical requirement are sub weighting and total technical weighting is 70 %

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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

1. Credit Check

2. The Council reserves the right at its own discretion to seek such other information from the Applicant in accordance with Regulation 61(7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to determine the Applicant's economic and financial standing.

3. Insurances

Minimum level(s) of standards possibly required

1. To establish the financial standing of a potential Tenderer, the Council will firstly take into account a risk report provided independently by Credit Safe. Tenders are asked to provide their company number so that the council can run this report.

Within such reports, the risk of business failure is expressed as a score ranging from 1 -100.

In the event that a company is determined to have a risk failure rating of below 30 i.e. that the company is considered to have a high risk of business failure, the submission will not be considered further.

3. Bidders must hold or commit to obtaining the following insurances :

Professional Indemnity - Minimum level 2 M (GBP)

Public Liability insurance - Minimum level of cover 5m (GBP)

Employers Liability Insurance - Minimum level of cover 5m (GBP)

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

List and brief description of selection criteria

1. Bidders for both Lot 1/2 staff delivering this contract must hold Full membership of Chartered Institute of Building Services engineers

## 2. Previous Experience

Minimum level(s) of standards possibly required

- 1 . Hold minimum of Full membership of Chartered Institute of Building Services engineers
2. Provide 3 relevant examples of similar contracts as described in the tender documents i.e providing Mechanical and Electrical Consultancy services

Examples should include:

- Name of organisation, contract value, contract duration (including start and end dates, in month / year format) and type of services provided.
- You should provide a brief narrative for each project in the form of a case study with a brief description, noting challenges, resolutions and opportunities that each project presented and whether the project was completed on time and within budget.
- References should be included for the above noted example projects. Name of contact within Client's organisation and their contact details, who may be contacted for further information;

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

### **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

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## **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: 4

#### **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

26 February 2021

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: 4 (from the date stated for receipt of tender)

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

Date

26 February 2021

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**

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 17761. For more information see:

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

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

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

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

East Renfrewshire Council's Sustainable Procurement Policy seeks to maximise the environmental and social impacts of all procurements relating to works. To this end the bidder is asked to outline your approach to satisfying the Community Benefit Points requirements.

(SC Ref:641013)

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

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

Paisley Sheriff Court and Justice of the Peace Court

Paisley

Email

[paisley@scotcourts.gov.uk](mailto:paisley@scotcourts.gov.uk)

Country

United Kingdom