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Tender

## **Kisimul Ferry and Castle Minor Maintenance Services**

Historic Environment Scotland

F02: Contract notice

Notice identifier: 2023/S 000-001434

Procurement identifier (OCID): ocids-h6vhtk-039839

Published 17 January 2023, 3:20pm

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

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

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

#### **Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

### **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)

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

National or federal Agency/Office

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

Other activity

Conservation, Built Environment, Tourism

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## **Section II: Object**

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

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

Kisimul Ferry and Castle Minor Maintenance Services

Reference number

HES/C/4085

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

- 60600000 - Water transport services

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

Services

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

HES requires a boat service from Castlebay to Kisimul Castle using the vessel provided by HES and a site labourer to carry out minor works.

To provide a fully trained boatman (Royal Yacht Association or equivalent) to operate a Passenger/Cargo ferry service between Castlebay and Kisimul Castle including a site labourer to carry out minor works (see section 3.7). The boat supplier will be responsible for providing a regular passenger service in line with the agreed schedule of operations to be determined at the start of each seasonal period to and from Castlebay and Kisimul Castle using the vessel provided by HES. See Schedule A: Passenger Service. The Supplier will be responsible for the safe berthing of the vessel at the end of each work period (day). The supplier will be responsible for the fuelling of the vessel as and when required. Regular checks of the vessel (daily) are to be carried out to ensure that the vessel complies with all relevant legislation and is always in a seaworthy condition. All logbooks and check lists are to be completed and maintained as required. All materials, plant, and logbooks will be supplied by HES. Minor servicing will be required, and any failure/defects are to be reported to the HES Contract Administrator (CA) immediately. The supplier will also be responsible for treating the landing jetties with the approved chemicals as required to ensure safe access and egress for the visitors and staff. In addition to the passenger service,

1st October to 31st March the supplier may be required to work to a maximum of 14 hours per week, if agreed in writing by the CA, to ensure the vessel is maintained and fully operational and stored in a safe location over the winter period. In addition the 14 hour

week may be used to carry HES staff to and from Kisimul Castle over the winter period.

The Supplier will be required to work overtime on an ad-hoc basis.

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

This contract is divided into lots: No

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

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

- 60610000 - Ferry transport services
- 50246000 - Harbour equipment maintenance services
- 50000000 - Repair and maintenance services

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

NUTS codes

- UKM64 - Na h-Eileanan Siar (Western Isles)

Main site or place of performance

Isle of Barra

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

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1st October to 31st March the supplier may be required to work to a maximum of 14 hours per week, if agreed in writing by the CA, to ensure the vessel is maintained and fully operational and stored in a safe location over the winter period. In addition the 14 hour week may be used to carry HES staff to and from Kisimul Castle over the winter period.

The Supplier will be required to work overtime on an ad-hoc basis.

Sailings may be cancelled due to weather. HES will not be charged for hours where sailings have been stood down for the day, if however this is a suspension with the sailing already in service then the part-day charges will stand if different from the principal rates.

Should HES require the suspension of sailings for any other operational reason, including but not limited to: staff resourcing, castle maintenance or other significant change, there will be no charge to HES so long as a minimum notice period of 48 hours be provided to the supplier.

All Supplier and any of their staff or sub-contractors/labourers that will be working on this Contract, at any point during the contract, must have a Basic Disclosure Certificate from Disclosure Scotland. The Supplier will bear the costs of obtaining the certificates. Staff who are not cleared for Security purposes will not be allowed on site.

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

Quality criterion - Name: Relevant skills/qualifications / Weighting: 20

Quality criterion - Name: Health and Safety / Weighting: 10

Quality criterion - Name: Method Statement/Risk Assessment / Weighting: 20

Quality criterion - Name: Fair Work Practices / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 5

Price - Weighting: 40

#### **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

After the initial contract period of 2 years, there will be an option to extend the contract for a further 2 years to be reviewed annually.

**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

HES use Scotbis, an independent provider of business credit reports, to assess the financial standing of tenderers. The overall aim of this assessment is to ensure, as far as possible, that any potential Supplier will not have financial difficulties that endanger their ability to perform the Contract. If financial information cannot be gained from that source Historic Environment Scotland will request that you provide full audited accounts for the last full financial year. If Suppliers cannot provide any of the assurances as detailed above, and it is determined by HES that your financial strength is not adequate, then your company may not pass the financial evaluation. If you can provide the assurances as detailed above, HES may explore these options with you before determining whether your company can be taken forward in this procurement exercise. Bank details may also be sought to support the above.

Minimum level(s) of standards possibly required

Employers Liability Insurance 10 million GDP

Public Liability Insurance 10 million GDP

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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

16 February 2023

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

16 February 2023

Local time

12:00pm



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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Once all extensions have been used, the tender would be up for renewal in 2027.

### **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**

Tenderers must highlight any concerns with the terms and conditions when responding with your submission. Please note that HES will not sign up to supplier's terms and conditions and will not negotiate at either point of award or post contract award.

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=719399](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=719399).

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.

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:

The supplier will be encouraged to think about any community benefits they can bring to the contract. This could be in the form of local apprenticeships or work placements or help in the community of some kind.

(SC Ref:719399)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=719399](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=719399)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LA

Country

United Kingdom