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Tender

## **Provision of a BMS Maintenance and Repair Contract for Various GL Properties**

Glasgow Life (Culture & Sport Glasgow)

F02: Contract notice

Notice identifier: 2023/S 000-001816

Procurement identifier (OCID): ocids-h6vhtk-039936

Published 20 January 2023, 11:59am

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

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

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

#### **Contact**

Jason Starrs

#### **Email**

[jason.starrs@glasgowlife.org.uk](mailto:jason.starrs@glasgowlife.org.uk)

#### **Telephone**

+44 7775005633

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgowlife.org.uk](http://www.glasgowlife.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10287](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287)

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of a BMS Maintenance and Repair Contract for Various GL Properties

Reference number

CSG005578

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

- 79993000 - Building and facilities management services

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

Services

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

The company invites bids for the provision of a Maintenance and Repair contract for the Building Management Systems to Glasgow Life Properties.

The tender has been split in to two seperate lots and they are as follows.

Lot 1 : Emirates Arena

Lot 2 : All Other Venues

#### **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**

Building Management System Maintenance and Repair at Emirates Arena ,Glasgow

Lot No

1

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

- 50000000 - Repair and maintenance services
- 79993000 - Building and facilities management services

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

NUTS codes

- UKM82 - Glasgow City

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

Lot One - Emirates Arena BMS Maintenance and Repair Services.

The detailed specification of the supply of the services and details of estimated demand is provided in Section 4 of the Invitation to Tender

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

### **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 Company will have the option to extend the contract for a period of up to 24 months, at 12-month intervals which will be exercised at the sole discretion of The Company serving notice on the Bidder in accordance with The Company's Terms and Conditions.

### **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) Description**

### **II.2.1) Title**

Building Management System Maintenance and Repair to Various Properties in Glasgow Life Estate

Lot No

2

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

- 50000000 - Repair and maintenance services
- 79993000 - Building and facilities management services

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

NUTS codes

- UKM82 - Glasgow City

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

Lot Two - BMS Maintenance and Repair Services for Various Venues.

The detailed specification of the supply of the services and details of estimated demand is provided in Section 4 of the Invitation to Tender

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

### **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 Company will have the option to extend the contract for a period of up to 24 months, at 12-month intervals which will be exercised at the sole discretion of The Company serving notice on the Bidder in accordance with The Company's Terms and Conditions.

#### **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

Economic & Financial Standing:

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process: -

There is a minimum financial requirement that affects trading performance, balance sheet strength and current liquidity.

Financial requirements for trading performance and balance sheet strength should be

calculated on latest filed accounts and accounts with Companies House.

The financial requirements will apply to both Lots.

### Trading Performance

An overall positive outcome on EBITDA earnings over a 3 year period. Exceptional items can be excluded from the calculation. The above would be expressed in the ratio EBITDA/Turnover.

### Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process. Intangibles can be included for purposes of the Total Assets figure. The above would be expressed in the ratio Total Assets/Total Liabilities.

If an applicant is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, full set of accounts will be required in order to verify the above ratios have been complied with.

An applicant should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a Group, can provide a parent guarantee if the parent company satisfies the financial requirements stipulated above.

Due to the potential negative financial consequences of the pandemic on company finances, Glasgow Life also requires assurance regarding current liquidity of the bidding company. The bidder must provide a Letter of Comfort from its own bank to satisfy the above financial requirement.

The internal procedures of each bank is different, therefore it is difficult for Glasgow Life to be definitive, as to the precise wording of the Letter of comfort, but the undernoted wording should provide an example of the broad requirements of the Letter.

I can confirm that the above company holds an account with this bank, and has been a customer of the bank since (Date). The account has always been maintained in a satisfactory manner, and the customer of the bank since (Date). The account has always

been maintained in a satisfactory manner, and the customer has always complied with our operational requirements.

The customer has credit balances of (amount), and as such has sufficient liquidity to undertake the contract with Glasgow Life, at the value and duration we believe the contract to be at.

Finally, I am obliged to state that the Bank is not a credit reference agency, and the response above, cannot be replied upon as such.

If the pandemic has had an adverse effect on the latest set of accounts filled with Companies House, Glasgow Life will take that into account in determining financial suitability for the contract.

The above, however, should not impinge on the financial viability of the company, as defined by the ratios set out in the above financial requirements.

Glasgow Life reserves the right, at its own discretion to seek such other information from the Bidder in accordance with Regulations 61(7) or Regulation 61 (8) of the Public Contracts (Scotland) Regulation 2015 to prove the Bidder's economic and financial standing.

Minimum level(s) of standards possibly required

Insurance Requirements:

Public Liability Insurance – to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one claim and unlimited in the period.

Employer's Liability Insurance – to the value of at least TEN MILLION POUNDS STERLING (10,000,000 GBP) in respect of any one claim and unlimited in the period.

Product Liability - to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one claim and unlimited in the period.

Professional Indemnity Insurance - to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one claim and and in the aggregate.

Motor Vehicle Insurance: to the value of at least TWENTY MILLION POUNDS STERLING (20,000,000 GBP) for third party property damage caused by a private vehicle, TEN MILLION POUNDS STERLING (10,000,000 GBP) for third party property damage caused by a non-private vehicle, and unlimited in relation to death or bodily injury caused by a private or non-private vehicle.



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

List and brief description of selection criteria

Bidders are required to provide three examples of similar nature services for Lot 1 within the last three years and three examples of similar nature services for Lot 2 which demonstrate they have the relevant experience required to undertake these contracts.

This will be assessed on a pass and fail basis. Bidders who fail will not be taken forward in the evaluation process.

It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health and Safety Policy which is approved at a senior level within the Organisation and is reviewed regularly. Bidders should confirm that this condition has been met within the response to this question. Where a Bidder does not have a Health and Safety Policy and is required to do so, The Company may exclude the Bidder from the competition.

Minimum level(s) of standards possibly required

It is a mandatory requirement for bidders to have a Trend TTC licence if submitting a bid for Lot1 Emirates Arena. This certification must be attached within the general attachments area within the Qualification envelope. Only bidders who have supplied this accreditation will be taken forward to the technical and commercial evaluation stage for Lot 1 Emirates Arena.

## **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.1.8) 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

3 March 2023

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**

Tender must be valid until: 30 June 2023

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

Date

3 March 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: 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**

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23188 .  
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:

<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 Company is committed to maximising Community Benefits from procurement activity.  
This will be achieved through the inclusion of

specific clauses within procurement contracts known as Community Benefits clauses.  
Community Benefit clauses are requirements which

deliver wider benefits in addition to the core purpose of a contract. These clauses can be  
used to build a range of economic, social, or

environmental conditions into the delivery of contracts.

Examples of the categories and types of benefits are –

- Sponsorship of local organisation
- Mentoring – Contractors offering support and guidance to local organisations and individuals
- Provide career night / event within local school, provide career information on the industry to interested individuals
- Sponsorship of a local sports team or community event
- Donation of materials and / or labour to support a local community project
- Offer weekly or monthly work experience placement to a nominated school pupil or Council apprentice
- Hold a workshop or event in a school, college, or community group

Please provide a detailed statement which must include:

- a) details of the Community Benefits you will provide as part of this contract
- b) what resource (staff responsible) will you use to ensure successful delivery
- c) detailed commitment to the approach, including how you will monitor to track successful delivery of each of the Community Benefits

you wish to deliver; and

- d) how you will update the Company on progress

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23188. 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:

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

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

As per Procurement Documents

(SC Ref:708375)

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

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

Glasgow Sheriff Court and Justice of the Peace

1 Carlton Place

Glasgow

G6 9TW

Email

[glasgow@scotscourt.gov.uk](mailto:glasgow@scotscourt.gov.uk)

Telephone

+44 141429888

Country

United Kingdom