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Tender

## **Provision of Storage and Transportation Services**

Scottish Courts and Tribunals Service

F02: Contract notice

Notice identifier: 2025/S 000-001834

Procurement identifier (OCID): ocds-h6vhtk-04d48e

Published 20 January 2025, 11:10am

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

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

Scottish Courts and Tribunals Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

#### **Contact**

Alexander Whitham

#### **Email**

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

#### **Telephone**

+44 1314443300

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00396](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00396)

**I.3) Communication**

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_AuthProfile.aspx?ID=AA00396](https://www.publiccontractsscotland.gov.uk/Search/Search_AuthProfile.aspx?ID=AA00396)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_AuthProfile.aspx?ID=AA00396](https://www.publiccontractsscotland.gov.uk/Search/Search_AuthProfile.aspx?ID=AA00396)

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

Other type

Justice

**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 Storage and Transportation Services

Reference number

SCTS-2024-003

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

- 63120000 - Storage and warehousing services

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

Services

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

SCTS is looking for the a fully managed service addressing the provision of storage and transportation of goods and furniture for the entire SCTS estate across Scotland

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

Value excluding VAT: £480,000

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

This contract is divided into lots: No

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

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

- 63120000 - Storage and warehousing services

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

NUTS codes

- UKM - Scotland

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

SCTS is looking for the a fully managed service addressing the provision of storage and transportation of goods and furniture for the entire SCTS estate across Scotland

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £480,000

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

Start date

21 July 2025

End date

20 July 2028

This contract is subject to renewal

Yes

Description of renewals

Option for 12 month extension of service.

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

Full details set out in accompanying Single Procurement Document (SPD)

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

Option to extend by a further 12 months.

### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Details of requirements outlined in the SPD.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

### **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**

Restricted 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

19 February 2025

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

3 March 2025

#### **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 2025

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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: October 2028

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

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=788175](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=788175).

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:

Please see tender documentation for full detail.

(SC Ref:788175)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=788175](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=788175)

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

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

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1 LB

Email

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

Telephone

+44 1312252525

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/edinburgh-sheriff-court-and-justice-of-the-peace-court>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

General

Reference should be made to Part 3 "Remedies" (Regs 84 – 95) of the Public Contracts (Scotland) Regulations 2015 and independent legal advice should be sought urgently before any claim is commenced.

A claimed breach of the public procurement rules is actionable by any economic operator in legal proceedings brought in the Sheriff Court or the Court of Session in Scotland.

Prior Notice of Proceedings

Proceedings under this regulation may not be brought unless the economic operator has first informed the contracting authority of —

(a) the nature of the claimed breach or apprehended breach of the public procurement



rules; and

(b) its intention to bring proceedings in respect of that claimed breach.

#### Time Limits for Bringing Proceeding

Proceedings must be brought within 30 days beginning with the date when the economic operator first knew or ought to have known that grounds for starting the proceedings had arisen unless the court considers that there is a good reason for extending the period within which proceedings may be brought, in which case the court may extend that period for up to a maximum of 3 months from that date.