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Tender

## **Insurance Inspections & Thorough Examinations 2021 - 2024**

Perth & Kinross Council

F02: Contract notice

Notice identifier: 2021/S 000-002073

Procurement identifier (OCID): ocids-h6vhtk-028f6f

Published 2 February 2021, 3:40pm

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

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

Perth & Kinross Council

2 High Street

Perth

PH1 5PH

#### **Email**

[SarahLang@pkc.gov.uk](mailto:SarahLang@pkc.gov.uk)

#### **Telephone**

+44 1738475000

#### **Country**

United Kingdom

#### **NUTS code**

UKM77 - Perth & Kinross and Stirling

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00372](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00372)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

**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**

Insurance Inspections & Thorough Examinations 2021 - 2024

Reference number

PKC11252

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

- 66000000 - Financial and insurance services

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

Services

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

Tender for competent supplier to undertake insurance inspections relating to; LOLER, PSSR 2000, LEV'S and PUWER

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

Value excluding VAT: £490,000

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

This contract is divided into lots: No

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

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

- 66000000 - Financial and insurance services

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

NUTS codes

- UKM77 - Perth & Kinross and Stirling

Main site or place of performance

Perth and Kinross Council Area

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

Perth and Kinross Council are seeking to appoint suitably qualified and experienced Supplier to carry out insurance checks and thorough examinations in accordance with HSE legislation in public buildings.

The regulations that specifically apply to this contract are;

- The Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)
- The Pressure Systems Safety Regulations 2000 (PSSR)
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Control of Substances Hazardous to Health 2002 (COSHH)

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

Quality criterion - Name: Quality / Weighting: 60%

Price - Weighting: 40%

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

Value excluding VAT: £490,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option of extending (either singly or in phases) for a further period (or periods) of up to 48 months

#### **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

4B.4 Bidders will be required to state the values for the following for the last two financial years:

1. Current Ratio (Current Assets divided by Current Liabilities)
2. Net Assets (Net Worth) (value per the Balance Sheet, no calculations required)

4B.5.1 The Bidder must confirm they already have, or can commit to obtain, prior to commencement of the contract the types and levels of insurance indicated below:

Minimum level(s) of standards possibly required

4B.4

The acceptable range is:

1. Current Ratio it is expected that the ratio for all years is equal to or greater than 1, i.e. Current Assets will equal or exceed Current Liabilities. Reasons for not meeting the required test to be disclosed by tenderers together with appropriate supporting evidence to confirm the suitability of the tenderer for the contract.
2. Net Assets (Net Worth) it is expected that the Net Worth for all years will be positive, i.e. a Net Assets position. Reasons for not meeting the required test to be disclosed together with appropriate supporting evidence to confirm the suitability of the tenderer for

the contract.

The Council will download a Dun & Bradstreet Credit Report for the preferred supplier prior to the award of contract. The contract will not be awarded in the event that the assessment of business failure is regarded as 'High' or 'Severe'. The Council may require additional satisfactory evidence in the event that the risk of business failure is regarded as 'Moderate – High' or 'Moderate' to justify the award of contract. If the supplier fails to provide satisfactory and acceptable evidence, Perth & Kinross Council is not obliged to award the contract to the most economically advantageous tenderer.

#### 4B.5.1

Employer's Liability Insurance in the sum of 10,000,000 GBP for each and every claim.

Public Liability Insurance in the sum of 5,000,000 GBP for each and every claim.

Professional Indemnity Insurance in the sum of 2,000,000 GBP in the aggregate of one automatic reinstatement of this sum permitted within the policy terms.

All Machinery (Plant & Equipment) Insurance:

Sudden & Unforeseen Explosion – limit of liability 500,000 GBP

Own Surrounding Property – limit of liability 2,000,000 GNP

Insurer's must have a credit rating of at least or above: A – Standard & Poors or equivalent

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

List and brief description of selection criteria

#### 4C.1.2

Bidders are required to provide details of their participation in contracts or frameworks where they have successfully delivered comparable service within a similar environment, i.e. non-domestic, over a term (3 to 4 years) for a local authority or similar scale body. Details should be relevant to this contract that the bidder is tendering for and include 3 examples.

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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

5 March 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: 3 (from the date stated for receipt of tender)

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

Date

5 March 2021

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: February 2028

### **VI.3) Additional information**

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 38243. 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:

Tenderers responding to this tender opportunity are requested to adopt the following community benefits approach.

Perth & Kinross Council (PKC) is committed to maximising community benefits. Community Benefits improve the economic, social or environmental wellbeing of the specific local authority area.

To find information about current community requirements in the Perth and Kinross Council area please look at our website.

Based on estimated spend of this contract any successful supplier will be required to meet a minimum number of Community Benefits points (please see below spend thresholds). If you are successful in the award of this contract and meet the minimum Annual Spend Threshold you will be required to communicate with the Council's designated person to finalise the benefits that you are offering.

Perth & Kinross Council will calculate which Annual Spend Thresholds have been met. Suppliers must report delivered Community Benefits to PKC's designated person on a regular basis.

(SC Ref:642903)

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

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



Perth Sheriff Court

Tay Street

Perth

PH2 8NL

Telephone

+44 1738620546

Country

United Kingdom