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Tender

The Manufacturing, Installation and Maintenance of Street Naming Signage

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2023/S 000-002390

Procurement identifier (OCID): ocds-h6vhtk-039ac3

Published 26 January 2023, 11:26am

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Callum Ewan

Email

callum.ewan@edinburgh.gov.uk

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

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

<https://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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Manufacturing, Installation and Maintenance of Street Naming Signage

Reference number

CT1099

II.1.2) Main CPV code

- 34992300 - Street signs

II.1.3) Type of contract

Supplies

II.1.4) Short description

The City of Edinburgh Council requires a Framework Agreement for the manufacturing, installation and maintenance and painting of street naming signage. This is required to allow the Council to undertake its statutory duty under the Civic Government (Scotland) Act 1982 to erect and maintain street name plates.

II.1.5) Estimated total value

Value excluding VAT: £78,000

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

Manufacturing of Street Naming Signs

Lot No

1

II.2.2) Additional CPV code(s)

- 34928470 - Signage
- 44423400 - Signs and related items
- 34992300 - Street signs

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The City of Edinburgh Council requires a Framework Agreement for the manufacturing, installation and maintenance and painting of street naming signage. This is required to allow the Council to undertake its statutory duty under the Civic Government (Scotland) Act 1982 to erect and maintain street name plates.

This Lot shall encompass the manufacturing of the street naming signage plates.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £16,000

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

Duration in months

48

This contract is subject to renewal

No

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

Installation of Street Naming Signs

Lot No

2

II.2.2) Additional CPV code(s)

- 45233293 - Installation of street furniture

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The City of Edinburgh Council requires a Framework Agreement for the manufacturing, installation and maintenance and painting of street naming signage. This is required to allow the Council to undertake its statutory duty under the Civic Government (Scotland) Act 1982 to erect and maintain street name plates.

This Lot shall encompass the installation of the street naming signage plates.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £50,000

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

Duration in months

48

This contract is subject to renewal

No

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

Maintenance & Painting of Street Naming Signs

Lot No

3

II.2.2) Additional CPV code(s)

- 45442180 - Repainting work
- 45442100 - Painting work
- 45442121 - Painting work of structures

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The City of Edinburgh Council requires a Framework Agreement for the manufacturing, installation and maintenance and painting of street naming signage. This is required to allow the Council to undertake its statutory duty under the Civic Government (Scotland)

Act 1982 to erect and maintain street name plates.

This Lot shall encompass the maintenance and painting of the street naming signage plates.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £12,000

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

Duration in months

48

This contract is subject to renewal

No

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

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

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.1 - Tenderers are required to have a minimum “general” annual turnover of for the last two financial years as detailed below.

Lot 1 – Manufacturing – GBP 8,000

Lot 2 – Installation – GBP 25,000

Lot 3 – Maintenance & Painting – GBP 6,000

Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.4 - Tenderers will be required provide the following information in response to 4B.4:

Lot 1 – Manufacturing

Current ratio for Current Year: 1.10

Current ratio for Prior Year: 1.10

Lot 2 – Installation

Current ratio for Current Year: 1.10

Current ratio for Prior Year: 1.10

Lot 3 – Maintenance & Painting

Current ratio for Current Year: 1.10

Current ratio for Prior Year: 1.10

The formula for calculating a Tenderer’s current ratio is current assets divided by current

liabilities. The acceptable range for each financial ratio is greater than 1.10. Where a Tenderer's current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.5 - Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Lot 1 – Manufacturing

- a. Employers (Compulsory) Liability Insurance - GBP 5m
- b. Product Liability Insurance - GBP 10m

Lot 2 – Installation

- a. Employers (Compulsory) Liability Insurance - GBP 5m
- b. Public Liability Insurance - GBP 10m
- c. Product Liability Insurance - GBP 10m

Lot 3 – Maintenance & Painting

- a. Employers (Compulsory) Liability Insurance - GBP 5m
- b. Public Liability Insurance - GBP 10m
- c. Product Liability Insurance - GBP 10m

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Part IV: Selection criteria - D: Quality Assurance Schemes & Environmental Management – Question 4D.1

It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health & 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 & Safety Policy and is required to do so, the Council may exclude the Bidder from the competition.

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

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: 3

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 022-191363](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

27 February 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

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

IV.2.7) Conditions for opening of tenders

Date

27 February 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Late 2026 to begin re-tendering this requirement

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 23074. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:
<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Community Benefits will only be sought from the Lot 2 Contractor given the estimated spend of the lot.

(SC Ref:717624)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.

