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Tender

EDC/2023/3860 - Countryside Hedge & Grass Verge Cutting

East Dunbartonshire Council

F02: Contract notice

Notice identifier: 2024/S 000-002408

Procurement identifier (OCID): ocds-h6vhtk-043423

Published 24 January 2024, 12:52pm

Section I: Contracting authority

I.1) Name and addresses

East Dunbartonshire Council

Civic & Corporate Headquarters, Southbank Marina, 12 Strathkelvin Place

Kirkintilloch

G66 1TJ

Contact

Richard Horbury

Email

Richard.Horbury@eastdunbarton.gov.uk

Telephone

+44 3001234510

Country

United Kingdom

NUTS code

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00225

I.3) Communication

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

EDC/2023/3860 - Countryside Hedge & Grass Verge Cutting

Reference number

EDC/2023/3860

II.1.2) Main CPV code

- 70332100 - Land management services

II.1.3) Type of contract

Services

II.1.4) Short description

EDC, as the Employer, requires a suitably qualified and experienced grounds maintenance contractor (the Supplier under this contract) to carry out hedge and grass cutting on public road verges throughout the local government area of East Dunbartonshire.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77314100 - Grassing services
- 77342000 - Hedge trimming
- 70332100 - Land management services
- 77314000 - Grounds maintenance services
- 77300000 - Horticultural services

II.2.3) Place of performance

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

Local government area of East Dunbartonshire.

II.2.4) Description of the procurement

The Services comprise the carrying out and completion of hedge and grass cutting on public road verges within the boundaries of the local government area of East Dunbartonshire.

The following is a summary of the scope of Services the Supplier provides under this Term Contract.

- Carry out cutting of grass verges to a minimum width of 1.0m, by tractor, to the Sites affected by the Services.
- Carry out tractor flail cutting to the top and both sides (where possible) of hedges, to the Sites affected by the Services.

A detailed description of the scope of the Services is included in the procurement document titled 'Volume 2 – Employer's Requirements'.

II.2.5) Award criteria

Quality criterion - Name: Management of the Contract / Weighting: 20%

Quality criterion - Name: Providing the Services / Weighting: 40%

Quality criterion - Name: Quality Management / Weighting: 10%

Quality criterion - Name: Health, Safety & Environment / Weighting: 20%

Quality criterion - Name: Fair Work First / Weighting: 10%

Price - Weighting: 80%

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

The Term Contract will endure for a period of three years with an option to extend it (either singularly or in phases) for a further period of up to two years after the expiry of the initial term, at the sole discretion of the Employer.

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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

The relevant selection criteria for Suitability is included in the online SPD (Scotland) module linked to this Contract Notice.

Minimum level(s) of standards

East Dunbartonshire Council will assess responses to the SPD (Scotland) questions for Suitability on a PASS/FAIL basis as follows:

FAIL = Bidder is not enrolled in the relevant professional or trade registers within the country in which they are established i.e. Registrar of Companies (Companies House).

PASS = Bidder is enrolled in the relevant professional or trade registers within the country in which they are established i.e. Registrar of Companies (Companies House).

Failure of a bidder to achieve a PASS against any of the assessed questions will automatically result in its exclusion from the procurement exercise.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria for Economic and Financial Standing is included in the online SPD (Scotland) module linked to this Contract Notice and outlined below:

SPD 4B.1.1 Bidders will be required to have a minimum “general” yearly turnover of 100,000 GBP for the last two years.

SPD 4B.3 Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

SPD 4B.5. It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer’s (Compulsory) Liability Insurance = 5,000,000 GBP in respect of each claim.

Public Liability Insurance = 5,000,000 GBP in respect of each claim.

Minimum level(s) of standards possibly required

East Dunbartonshire Council will assess responses to the SPD (Scotland) questions for Economic and Financial Standing on a PASS/FAIL basis as follows:

FAIL = Response fails to meet the selection criteria of East Dunbartonshire Council.

PASS = Response meets the selection criteria of East Dunbartonshire Council.

Failure of a bidder to achieve a PASS against any of the assessed questions will automatically result in its exclusion from the procurement exercise.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria for Technical and Professional Ability is included in the online SPD (Scotland) module linked to this Contract Notice.

Minimum level(s) of standards possibly required

East Dunbartonshire Council will assess responses to SPD (Scotland) question 4C.1.2 as follows:

FAIL = Nil or inadequate response which fails to demonstrate previous experience/capacity/capability relevant to this criterion or the response is partially relevant but generally poor with the response showing some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/capacity/capability.

PASS = Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

East Dunbartonshire Council will not assess Responses to SPD question 4C.10 will as part of the selection criteria but it reserves the right to clarify the percentage stated by a bidder.

Failure of a bidder to achieve a PASS against any of the assessed questions will automatically result in its exclusion from the procurement exercise.

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.1.8) 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

26 February 2024

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

26 February 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

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=756015.

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.

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:

East Dunbartonshire Council (EDC) is committed to maximising Community Benefits from its procurement activities. Under this procurement, the appointed Supplier, and its supply chain, will be required to support EDC's economic and social regeneration objectives. Community Benefits requirements are set out in the Community Benefits Approach in Volume 0 of the procurement documents.

Community Benefits will be enforceable as part of the contract and monitored as part of the Contract and Supplier Management process.

(SC Ref:756015)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=756015

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Clerks Office

PO Box 23, 1 Charlton Place

Glasgow

G5 9DA

Country

United Kingdom