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Tender

## **Burrell Bespoke Display**

Glasgow City Council

F02: Contract notice

Notice identifier: 2021/S 000-002915

Procurement identifier (OCID): ocds-h6vhtk-0292ca

Published 12 February 2021, 2:24pm

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

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

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

#### **Contact**

Fiona McInnes

#### **Email**

[fiona.mcinnnes@glasgow.gov.uk](mailto:fiona.mcinnnes@glasgow.gov.uk)

#### **Telephone**

+44 1412876403

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

**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)

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

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

**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**

Burrell Bespoke Display

Reference number

GCC005290CPU

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

- 44115800 - Building internal fittings

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

Supplies

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

Supply, Delivery and Installation of goods for the Burrell Bespoke Display

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

Value excluding VAT: £430,000

#### **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**

Access Core Stained Glass

Lot No

2

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

- 44115800 - Building internal fittings
- 92521100 - Museum-exhibition services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

UK, Glasgow

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

Supply, Delivery and Installation of the following for the Burrell Bespoke Display:

Lot 2 - Stained Glass Hub Framework

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

Quality criterion - Name: Method Statement / Weighting: 33

Quality criterion - Name: Proposed Team / Weighting: 20

Quality criterion - Name: Sustainability Question / Weighting: 2

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 30

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

Value excluding VAT: £180,000

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

Duration in months

12

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.2.14) Additional information**

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

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

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

South East Corner Gallery and Bridgewater Ceiling

Lot No

1

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

- 92521100 - Museum-exhibition services
- 44115800 - Building internal fittings

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

UK, Glasgow

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

Supply, Delivery and Installation of the following for the Burrell Bespoke Display:

Lot 1 - South East Corner Gallery and Bridgewater Ceiling

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

Quality criterion - Name: Method Statement / Weighting: 33

Quality criterion - Name: Proposed Team / Weighting: 20

Quality criterion - Name: Sustainability Question / Weighting: 2

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 30

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

Value excluding VAT: £250,000

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

Duration in months

12

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.2.14) Additional information**

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

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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

Not applicable

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

List and brief description of selection criteria

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

accounts with Companies House

Trading Performance

An overall positive outcome on pre tax profits over a 3 year period

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio Pre-Tax Profit/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

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.

Glasgow City Council also requires assurance regarding current liquidity of the bidding company.

The bidder may provide a Letter of Comfort from its own bank to satisfy the above financial requirement.

Glasgow City Council would also be prepared to consider other documentation that provided

evidence that the bidder has adequate financial resources to undertake the contract

Glasgow City Council 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) Regulations 2015

to prove the Bidder's economic and financial standing

Insurance of the Works, Materials etc, Existing Structures, Third Party Liability and



## Products Liability and Liability of Employer

Minimum level(s) of standards possibly required

Your attention is drawn to the fact that insurances will be provided by the Employer, under a Construction Phase Insurance Programme

comprised of the following coverage elements:

Construction (Works) "All Risks"

Existing Structures

Terrorism

Third Party Liability and Products Liability

Liability of Employer (Non-Negligence Liability)

Further details will be provided at a later date. You shall not procure, or cause to be procured, any insurance cover in respect of the risks

covered by the insurances provided by the Employer, unless specifically instructed in writing by the Employer to do so, and such risks shall

be excluded from any insurance provided, or held, by you in relation to the Works.

In consideration of the insurances provided by the Employer, you must reflect the resulting premium cost savings under your own

insurances in the prices and/or rates charged for the Works.

Please note you are still required to provide insurances which you are contractually obligated to procure, e.g. Professional Indemnity

Insurance, Insurances required by law, e.g. Employers Liability Insurance.

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

List and brief description of selection criteria

Lot 1 - South East Corner Gallery and Bridgewater Ceiling

Please provide details of up to three contracts of a similar size or value to the Burrell

Collection, from either the public or private sector, where you have undertaken museum fit-out works in the last 3 years, including fabrication of audio-visual housings and integrated Showcases.

For each of the above, indicate project, value, brief description and contact details. The named customer contact provided should be prepared to provide written evidence to the Client to confirm the accuracy of the information provided.

- Relevant examples should also demonstrate the skills and experience your company, and that of the proposed team, have of a similar scale and nature to the Burrell Collection displays. Responses should address the following points:

- Constraints and challenges
- Project management
- Stakeholder engagement
- Programme and cost delivery
- Risks and mitigations

#### LOT 2 - Access Core, Stained Glass

Please provide details of up to three contracts of a similar size or value to the Burrell Collection where you have undertaken similar museum or commercial fit-out works, in either the private or public sector, in the last 5 years.

For each of the above, indicate project, value, brief description and contact details. The named customer contact provided should be prepared to provide written evidence to the Client to confirm the accuracy of the information provided.

- Relevant examples should also demonstrate the skills and experience your company, and that of the proposed team, have of a similar scale and nature to the Burrell Collection displays. Responses should address the following points:

- Constraints and challenges
- Project management
- Stakeholder engagement
- Programme and cost delivery

- Risks and mitigations

Minimum level(s) of standards possibly required

Not Applicable

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Detailed in terms and conditions

### **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

15 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: 4 (from the date stated for receipt of tender)

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

Date

15 March 2021

Local time

12:00pm

Place

UK, Glasgow

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

Re SPD Questions 4D.1, 4D1.1, 4D1.2, 4D2, 4D2.1 and 4D2.2 bidders must hold the certificates for Quality Control, Health and Safety and Environmental Management Standards or comply with all the questions noted in SPD Section 4D. Please refer to the 'SPD Statements' uploaded to the buyers attachment area on PCS-T.

Freedom of Information Act - Information on the FOI Act is contained in Appendix A of the ITT. Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI Certificate contained in the buyers attachments area within the PCS Tender portal (NB the council does not bind itself to withhold this information).

Tenderers Amendments - Applicants must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this offer. Applicants will be required to complete the tenderers amendment certificate contained in the Buyers Attachment area within the tender portal at ITT stage.

Prompt Payment - The successful tenderer shall, as a condition of being awarded the tender, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these works are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the tenderer) be paid within 30 days of receipt. The successful tenderer shall also impose this condition on its subcontractors in respect of payments due to any sub-sub-contractors, if any.

Applicants will be required to complete the prompt payment certificate contained in the Buyers Attachments area within PCS Tender portal.

Non – Collusion - Applicants will be required to complete the Non-Collusion certificate contained in the Buyers Attachments area within the tender portal.

Insurance Mandate - All successful suppliers will be required to sign an Insurance Mandate, which will be issued in conjunction with the award letter authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the mandate is not signed and returned the Council reserves the right to request copies of

insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the Buyers Attachments area of the tender portal.

Request for Documentation: Once the Evaluation of Price and Quality has been completed, the recommended Bidder will be expected to provide all documentation as specified in the SPD. When the Request for Documentation is made, Bidders must supply the relevant information within 5 working days. Failure to provide this information within the specified time may result in your bid being rejected and the Council proceeding with the procurement exercise to the next appropriate bidder.

Additional information pertaining to this contract notice is contained within the Invitation To Participate/Tender documents and the SPD Statements document. Applicants must ensure they read these in line with this contract notice.

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

Community Benefits detailed within the Invitation To Tender document

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:

Evaluated

Community Benefits are included as contractual obligations and evaluated as part of the tender process (e.g. Targeted Recruitment and Employment Initiatives). A minimum weighting of 10% of the total evaluation criteria will be attributed to Evaluated Community Benefits.

(SC Ref:641064)

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

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

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Email

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

Telephone

+44 1414298888

Country

United Kingdom

Internet address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

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

Precise information on deadline(s) for review procedures

Glasgow City Council (“the Council”) must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates concerned of its decision to award the contract, conclude the framework agreement or establish a dynamic purchasing system. The Council must allow a period of at least the relevant standstill period (where the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 85(1) of the Public Contracts (Scotland) Regulations 2015 (“the Regulations”). The Council is obliged to comply with the Regulations and any eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the Council must not enter into the contract, conclude the framework agreement or establish the dynamic purchasing system unless the proceedings are determined, discontinued or disposed of; or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.