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Tender

## **Public Address Services**

Glasgow Life (Culture & Sport Glasgow)

F02: Contract notice

Notice identifier: 2021/S 000-003008

Procurement identifier (OCID): ocds-h6vhtk-029327

Published 15 February 2021, 11:56am

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

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

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

#### **Email**

[monica.gibbon@scotland-excel.org.uk](mailto:monica.gibbon@scotland-excel.org.uk)

#### **Telephone**

+44 1416184010

#### **Country**

United Kingdom

#### **NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgowlife.org.uk](http://www.glasgowlife.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10287](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287)

**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

<https://www.publiccontractsscotlandtender.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotlandtender.gov.uk>

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

Body governed by public law

**I.5) Main activity**

Recreation, culture and religion

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Public Address Services

Reference number

CSG005316

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

- 75110000 - General public services

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

Services

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

This framework will provide Glasgow Life with a route to market for the provision of Public Address Services for core and one off events.

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

Value excluding VAT: £672,000

#### **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**

Indoor PA Systems and Ancillary Services

Lot No

1

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

- 48952000 - Public address systems

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Various locations throughout the Greater Glasgow area.

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

This lot will provide Glasgow Life with a mechanism to procure public address services for various indoor events.

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

Quality criterion - Name: Technical / Weighting: 50

Cost criterion - Name: Commercial / Weighting: 50

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Contract will be for a period of up to four years. The initial period of the Framework Contract will run for two years from the starting date with an option to extend for up to a further two twelve month periods subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of Glasgow Life.

### **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**

Outdoor PA Systems and Ancillary Services

Lot No

2

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

- 48952000 - Public address systems

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Various locations throughout the Greater Glasgow area.

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

This lot will provide Glasgow Life with a mechanism to procure public address services for various outdoor events.

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

Quality criterion - Name: Technical / Weighting: 50

Cost criterion - Name: Commercial / Weighting: 50

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Contracts will be for a period of up to four years. The initial period of the Framework Contract will run for two years from the starting date with an option to extend for up to a further two twelve month periods subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of Glasgow Life.

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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

SPD.4B.4: 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 with Companies House. In the event of the Bidder filing abbreviated accounts with Companies House, if the undernoted profitability requirement is not evident from the Retained Earnings figures contained in the filed accounts, then a full set of accounts, covering a 3 year period, will be required to

confirm the profitability requirement.

### 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 Life 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 Life would also be prepared to consider other documentation that provided evidence that the bidder had adequate financial resources to undertake the contract.

Glasgow Life 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.

### Minimum level(s) of standards possibly required

SPD 4B.5: It is a requirement of this framework that Tenderers hold, or can commit to obtain prior to the start date of the framework, the types and levels of insurance indicated below:

Professional Risk Indemnity: to the value of a minimum FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one claim and in the aggregate.

Employer's (Compulsory) Liability: to the value of at least TEN MILLION POUNDS STERLING (10,000,000 GBP) in respect of any one claim and unlimited in the period.

Public Liability: to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one claim and unlimited in the period.

Product Liability: to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one claim and unlimited in the period.

Motor Vehicle: to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) for Property Damage, and unlimited in respect of third party injury

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

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

Details of conditions relevant to the proposed Framework Agreement and contracts to be called-off thereunder (to the extent known/settled at this stage), see the "CSG005316 PA Services ITT" in the Information + Instructions folder of the Buyer Attachments area of ITT 37931. A set of Key Performance Indicators (KPIs) will be used to manage the Orders and performance. These will be detailed at the quote/award stage; agreed at the pre-contract meeting or during the Contract Period; based on the standard Scottish Government National KPI IDs. This document also contains guidance in relation to any tender to be submitted by a consortium or group of bidders.

Glasgow Life will require the members of any tendering group of entities (including but not limited to consortium members, members of a group of economic operators) to be jointly and severally liable for the performance of the contract (no matter the legal form taken by those entities in order to enter into 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**

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

#### **IV.1.6) Information about electronic auction**

An electronic auction will be used

Additional information about electronic auction

Electronic auctions may be used if Glasgow Life opts to do so as part of a competitive selection procedure as set out in the terms of the Framework Contract published within the procurement documents. In this event, information relative to Regulation 36 (Electronic Auctions) of the Public Contracts (Scotland) Regulations 2015 will be provided as part of the competitive selection 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.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 224-551989](#)

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

Date

17 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**

Tender must be valid until: 15 July 2021

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

Date

17 March 2021

Local time

12:00pm

Place

Glasgow Life, 38 Albion Street, Glasgow, G1 1LH

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## **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**

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 17749.  
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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

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

Community benefits will be assessed under the technical section. Full guidance on the scoring of community benefits is contained in the

"CSG005316 PA Services ITT" document located within the "Buyer Attachments" area of ITT\_37931 Glasgow Life Public Address Services.

(SC Ref:638822)

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

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

Please refer to VI.4.3 below

N/A

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Glasgow Sheriff Court and Justice of the Peace

1 Carlton Place

Glasgow

G5 9TW

Email

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

Telephone

+44 1414298888

Country

United Kingdom

Internet address

[www.glasgowlife.org.uk](http://www.glasgowlife.org.uk)