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Tender

International Freight Forwarding Services

CalMac Ferries Limited

F02: Contract notice

Notice identifier: 2024/S 000-003371

Procurement identifier (OCID): ocds-h6vhtk-041c7e

Published 1 February 2024, 1:52pm

Section I: Contracting authority

I.1) Name and addresses

CalMac Ferries Limited

Ferry Terminal

Gourock

PA19 1QP

Email

ruairidh.black@calmac.co.uk

Telephone

+44 7974884681

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.calmac.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10923

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.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

Body governed by public law

I.5) Main activity

Other activity

Ferry Operator

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

International Freight Forwarding Services

II.1.2) Main CPV code

- 63521000 - Freight transport agency services

II.1.3) Type of contract

Services

II.1.4) Short description

CalMac Ferries Ltd is seeking to award a Framework Agreement to a suitably qualified and experienced supplier to manage its end-to-end International Freight requirements.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 63521000 - Freight transport agency services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

CalMac Ferries Ltd (CFL) operates a fleet of 33 vessels running to over 50 ports and harbours throughout the Scottish West Coast and Islands.

Each vessel undergoes annual maintenance and overhaul, as a result of this the company is

required to import items such as mechanical spares , components and machinery. In rare circumstances CFL is required to export components to manufacturers located in mainland Europe.

Due to the nature of our operations, CFL requires to enter into Agreement with a supplier that can provide a re-active and fast-paced service which includes out-of-hours support.

At a high-level, CalMac is seeking the following services:

- Upon receiving the appropriate shipping documentation from CFL, the supplier will investigate and prepare necessary freight quotations based on requirements (courier, road freight, air freight, sea freight, urgent dedicated vehicle). This could include providing multiple options for CFL's review.
- Once confirmation and instructions have been provided by CFL, the supplier will be required to progress a collection and delivery, they will liaise with the freight forwarder of choice to organise collection and provide any necessary documentation (e.g. AWB, Bill of Lading etc). At this point, the supplier will advise of any missing documentation that could hold up delivery.
- CFL will issue customs clearance instructions that the supplier will then use in line with the CDS system to ensure smooth delivery and no issues with customs clearance.
- The supplier will ensure that end to end delivery is made to the destination of choice and keep CFL updated on any issues that need to be resolved (e.g. missed collections, missing documentation).
- The provider will then invoice accordingly ensuring that the PO number is listed on the invoice.
- The provide must also provide access to Management Reporting data to enable identification of trends which will be discussed with a CFL Contract Manager. Prior to Contract Management meetings the supplier will be required to complete a scorecard and must provide insight into current and potential issues that may affect the movement of international goods.
- A full and detailed specification can be found on the Public Contracts Scotland - Tender portal.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

After the initial Term of 24 months there will be the option to extend by up to a further 24 months, this may be split into 2 x 12 month periods.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3

Objective criteria for choosing the limited number of candidates:

This Procurement will be conducted through the use of the Competitive Procedure with Negotiation(CPN). All queries about this procurement must be made via the PCS-Tender messaging system.

The process to be applied will be:

- Economic Operator must pass the minimum standards sections of the ESPD (Scotland).

Qualification Envelope:

If any question subject to 'pass/fail' scoring be scored 'fail' the entire submission may be set aside and take no further

part in the competition.

Technical Envelope: The Technical Envelope of the SPD (Scotland) will be scored in the following way:

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

25 - Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains

insufficient/limited detail or explanation to demonstrate previous relevant experience/capacity/capability.

50 - Acceptable. Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and

skills/capacity/capability but may lack in some aspects of similarity e.g. previous experience, knowledge or skills may not be of a similar

nature.

75 - Good. 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.

100- Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates

thorough experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Economic Operators will be evaluated in accordance with the Public Contracts (Scotland) Regulations 2015 on the basis of information

provided within the ESPD.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please refer to these statements when completing section 4B of the SPD (Scotland)

Statement for 4B- Economic operators shall be required to satisfy minimum standards of economic and financial standing. These are

described below:

NB. Ratios shall be based upon the latest available published accounts

1- Return on Capital Employed: must be at a ratio greater than "0"

2- Acid Test (Current Ratio): Current Ratio must be greater than "1"

3- Gearing: Gearing must be a figure of less than 100%

4- Interest Coverage: Interest Coverage must be a figure of 2 or above

Bidders must provide their ("general") yearly turnover for the last 3 financial years.

Minimum level(s) of standards required:

Economic Operators must confirm they already have or can commit to obtain, prior to the commencement the following levels of

insurance:

- Employers liability - statutory minimum 5m GBP, each and every claim.
- Public liability insurance including cover for loss/damage to third party property and third party injury with a minimum 5m GBP per

event with no annual aggregate. There must be no marine exclusions in the policy.

- Freight Forwarders Liability Insurance (required for Freight Forwarders only): 1m GBP, each and every claim.

The bidder should purchase any other insurance cover as necessary, taking into account the terms and conditions of this contract.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

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 a single operator

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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: [2023/S 000-034757](#)

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

Date

4 March 2024

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

29 March 2024

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: 31 July 2024

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 6 months prior to the expiry of this Agreement.

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 PQQ exercise. The Project code is 6325. For more information see:

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

(SC Ref:755855)

VI.4) Procedures for review

VI.4.1) Review body

Greenock Sheriff Court

1 Nelson Street

Greenock

PA15 1TR

Country

United Kingdom