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Tender

Metal Presentation Seats and Plaques

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2025/S 000-003508

Procurement identifier (OCID): ocds-h6vhtk-04db20

Published 3 February 2025, 4:01pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Susan Lowrie

Email

susan.lowrie@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

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

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.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

Metal Presentation Seats and Plaques

Reference number

CT1441

II.1.2) Main CPV code

- 39113600 - Benches

II.1.3) Type of contract

Supplies

II.1.4) Short description

Provision of Metal Presentation Seats and Plaques

II.1.5) Estimated total value

Value excluding VAT: £237,455

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39113600 - Benches

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

Provision of Metal Presentation Seats and Plaques.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Extend up to 24 months

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

Insurance Requirements:

- Employers (Compulsory) Liability Insurance – 10 million GBP
- Public Liability Insurance – 5 million GBP
- Comprehensive Motor Vehicle – 5 million GBP

Specific Turnover Requirements:

- A minimum “general” annual turnover of 95,000 GBP for the last two financial years
- Current ratio for Current Year: 1.10
- Current ratio for Prior Year: 1.10

Minimum level(s) of standards possibly required

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- Employers (Compulsory) Liability Insurance – 10 million GBP
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Specific Turnover Requirements:

- A minimum “general” annual turnover of 95,000 GBP for the last two financial years
- Current ratio for Current Year: 1.10
- Current ratio for Prior Year: 1.10

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD Question 4C.4(a) - Payment of the real Living Wage - Tenderers are required to confirm that they will pay any staff that are directly

involved in the delivery of the Contract (including any agency or sub-contractor staff), at least the real Living Wage.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Tenderers are required to confirm that they will include the standard clause

in all contracts used in the delivery of the Contract, ensuring payment of sub-contractors at all stages of the supply chain within 30 days

and include a point of contact for sub-contractors to refer to in the case of payment difficulties.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Tenderers are required to provide evidence that their organisation is

taking steps to build their awareness of the climate change emergency and provide details of how they have/will respond (to the climate

change emergency).

SPD Question 4C.7(b) – Compliance with LEZ - Tenderers are required to confirm that they (and any sub-contractor) will comply with the

minimum emissions standards for Edinburgh's Low Emission Zone (and any other such related scheme, including those in Partner

Organisation's locations) when delivering the specified services.

SPD Question 4D.1 – Quality Assurance Schemes & Environmental Management - 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.

It is a mandatory requirement that the Metal Presentation Seats specified must comply with BS EN ISO 1461:2009. Bidders are required to confirm they will comply with this standard.

Minimum level(s) of standards possibly required

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III.2) Conditions related to the contract

III.2.2) Contract performance conditions

See procurement documents

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

6 March 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

6 March 2025

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: February 2030

VI.2) Information about electronic workflows

Electronic ordering will be used

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=789484.

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:

Community benefits guidance document has been attached as part of the tender pack.

Community benefits will be agreed with the winning bidder and the Council, if benefits are due.

(SC Ref:789484)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=789484

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EG1 1LB

Country

United Kingdom