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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](mailto: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](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](http://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](http://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](http://www.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**

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

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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

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

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

### **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

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

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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



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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

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

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## **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](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](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](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