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Tender

Provision of Forensic Toxicology Casework Analysis

Scottish Police Authority

F02: Contract notice

Notice identifier: 2026/S 000-004025

Procurement identifier (OCID): ocds-h6vhtk-0607ee

Published 16 January 2026, 3:48pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Police Authority

1 Pacific Quay, 2nd Floor

Glasgow

G51 1DZ

Contact

Scott McAninch

Email

scott.mcaninch@scotland.police.uk

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.spa.police.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA19762

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Forensic Toxicology Casework Analysis

Reference number

PROC-22-1695

II.1.2) Main CPV code

- 71900000 - Laboratory services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of Forensic Toxicology casework analysis specifically in relation to samples submitted under Section 4 and Section 5A of the Road Traffic Act 1988.

II.1.5) Estimated total value

Value excluding VAT: £10,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71900000 - Laboratory services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The Scottish Police Authority has a requirement to put in place a contract for the provision of Forensic Toxicology casework analysis specifically in relation to samples submitted under Section 4 and Section 5A of the Road Traffic Act 1988.

The Service Provider shall carry out analysis of samples and report results in accordance with the requirements of the Scottish Police Authority and the Crown Office and Procurator Fiscal Service (COPFS). The most effective examination and analytical

processes shall be used at all times.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £10,000,000

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

Option to extend by 1 x 12 + 1 x 12 month periods.

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

List and brief description of conditions

SPD Question 4A.1 Trade Registers

It is a requirement of this tender that if the Tenderer is UK based they must hold a valid registration with Companies House. Where the

Tenderer is UK based but not registered at Companies House they must be able to verify to the SPA satisfaction that they are trading from

the address provided in the tender and under the company name given.

Tenderers within the UK must confirm if they are registered under Companies House within this question.

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SPD Question 4A.2 Authorisation/Membership

Where it is required, within a Tenderer's country of establishment they must confirm which authorisation or memberships of the relevant

organisation(s) are required in order to perform this service.

III.1.2) Economic and financial standing

List and brief description of selection criteria

It is a requirement that Tenderers hold, or can commit to obtain prior to commencement of the Contract the levels of insurance cover indicated below:

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SPD Question 4B5 Insurances

Employers (Compulsory) Liability Insurance = 10 million GBP in respect of each claim without limit to the number of claims. Tenderers may be required to provide their current Employers Liability Insurance certificate which should include name of the insurers, policy

numbers, expiry date and limits for any one incident and annual aggregate caps and the excesses under the policies.

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Public Liability Insurance = 10 million GBP in respect of each claim without limit to the number of claims. Tenderers may be required to provide a copy of their current Public Liability Insurance certificate.

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Product Liability Insurance = 5 million GBP in respect of each claim and in the aggregate. Tenderers may be required to provide a copy of their current Professional Indemnity Insurance certificate.

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Professional Indemnity Insurance = 5 million GBP in respect of each claim and in the aggregate. Tenderers may be required to provide a copy of their current Professional Indemnity Insurance certificate.

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Documentation requested for the above insurances should include name of insurers, policy numbers, expiry date and limits of any one incident and annual aggregate caps and the excesses under the policies.

Minimum level(s) of standards possibly required

SPD Question 4B6 Financial Standing:

The Authority will access a Credit safe report for a Tenderers organisation and use the information contained within to assist with the assessment of the Tenderer's economic and financial standing. Tenders are asked to provide their company number within the SPD to allow the Authority to access a Credit Safe Report.

Within such reports, the risk of business failure is expressed as a score of 30 or below (high risk of business failure). In the event that a company is determined to have a risk failure rating of 30 and below i.e. that the company is considered to have a high risk of business failure, the submission will not be considered further.

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If you are successful in gaining a position on the Contract and your risk failure rating falls

below 30 then the SPA reserve the right to remove you from the Contract Agreement. It is the Contractor's responsibility to ensure that the information held by Credit Safe is accurate and up to date.

For the avoidance of doubt, the SPA will request a report from Credit Safe following the closing date for the receipt of the Tenders to ensure that the most up to date information is used. Where you are not registered on credit safe e.g. charitable organisations or new start companies/ Sole Traders with less than 3 years trading history, discretionary powers are available to the Director of Finance to consider

abbreviated accounts along with bankers references etc.

Tenderers should be aware that any outstanding County Court Judgements will have a detrimental effect on the rating held by Credit Safe and it is your responsibility to ensure that the information held by Credit Safe is accurate and up to date - failure to do so may result in rejection of your submission.

IMPORTANT NOTE: This requirement is not applicable to Sole Traders/ Charities. Sole Traders/ Charities may be required to provide a bankers reference if successful.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD Question 4C.1.2 Technical and Professional Ability

With reference to the nature and details of the services that are the subject matter of this tender, relevant examples are to be provided of the services undertaken by the Tenderer in the last 3 years.

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It is a mandatory requirement of this tender that bidders can demonstrate that they have experience in the analysis and reporting of blood/urine samples relating to The Road Traffic Act, 1988 (Section 4 and section 5A). Include details of the relevant court attendance experience of the scientists you intend to use to undertake the Authority's casework.

A minimum of 2 and a maximum of 3 relevant examples of services carried out during the last three years must be provided.

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SPD Question 4C.6 Educational and Professional Qualifications

It is a mandatory requirement that Scientific staff signing court reports must hold an honours degree (minimum 2:2) in a relevant scientific subject as well as minimum 2 years relevant experience.

Those staff will also be required to be authorised by government ministers to act as signatory to court reports within the relevant legislation and to allow them to present evidence as an expert witness in court. Therefore, all scientists assigned to Scottish Police Authority casework will require to be authorised before work can commence. If not already held, that authorisation can be requested via the Authority after the award of Contract.

Minimum level(s) of standards possibly required

SPD Question 4D.1 Quality Assurance

The following are mandatory requirements:

BS EN ISO/IEC 17025:2017

Contractor/Sub-contractor must possess BS EN ISO/IEC 17025:2017 accreditation issued by UKAS and the following services must be covered within the scope of the accreditation:

-Section 5A (as detailed within Appendix A of the ITT)

Anything listed in Appendix A which is not covered within the scope of the accreditation must operate under the same management system policies and procedures as the accredited services.

Lab accreditation number to be provided by tenderer.

SPA Forensic Services may require to carry out a supplier audit prior to go live of outsourcing service.

LAB51

Tenderers must provide evidence to support compliance with the requirements of the UKAS publication LAB 51 or evidence that they are working towards achieving it e.g. evidence of application for extension to scope.

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ISO/IEC 27001

The contractor and/or subcontractors must be certified to ISO/IEC 27001 (or equivalent) or have equivalent arrangements in place against the 14 control areas listed below:

- 1) Information Security Policies
- 2) Organization of Information Security
- 3) Human Resource Security
- 4) Asset Management
- 5) Access Control
- 6) Cryptography
- 7) Physical and environmental security.
- 8) Operation Security-
- 9) Communication security - Network security management and Information transfer.
- 10) System acquisition, development and maintenance
- 11) Supplier relationships
- 12) Information security incident management
- 13) Information security aspects of business continuity management
- 14) Compliance

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Cyber Essentials or Cyber Essentials plus

The contractor and/or subcontractors are to be certified to Cyber Essentials or Cyber

Essentials plus or have equivalent arrangements in place as below:

- 1) Evidence of a robust cyber security strategy

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Key Performance Indicators are detailed within the Invitation to Tender.

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

16 February 2026

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

17 February 2026

Local time

12:00pm

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

Vetting

The tenderer's representative with overall responsibility for undertaking the works and the personnel assigned to the supply of the services shall be vetted to Non Police Personnel Vetting Standards (NPPV) Level 1. It would be beneficial if tenderer's put forward a team that hold or have recently held NPPVLevel 1.

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Assessment of Employment Status

Tenderers may be asked to declare whether they intend to provide services through a Personal Service Company (PSC). From April 2017, the responsibility to pay employment taxes shifts from the PSC to public sector bodies and the Authority must be aware of any successful tenderer's detailed employment status. For further information on determining employment status the Government has published guidance on this IR35 Legislation .

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Living Wage

Tenderers will be asked to confirm if they pay all employees as a minimum the Real Living Wage as published by the Living Wage Foundation for statistical information gathering purposes only.

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Equality and Diversity

Tenderers will be required to comply with the statutory obligations under the Equality Act 2010.

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Declaration of Non-Involvement in Serious Organised Crime

Tenderers must complete and sign a Declaration of Non-Involvement in Serious Organised Crime form.

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Subcontractor Detail

Tenderers will be required to provide details of the subcontractors they intend to use in their supply chain. Tenderers are required to complete this section as part of the SPD.

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Data Protection

Tenderers must be aware of their obligations under the Data Protection Act 2018 and the GDPR as set out in the Invitation to Tender. The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30699. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason: Single Supplier Agreement with no guaranteed level of spend with any supplier appointed to the Contract.

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

Contact Agreement with no guaranteed level of spend with any supplier appointed to the Contract.

As part of the Technical Criteria, Tenderers are required to provide an outline of any Community Benefits that can be offered.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30699. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Single Supplier Agreement with no guaranteed level of spend with any supplier appointed to the Framework.

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

Framework Agreement with no guaranteed level of spend with any suppliers appointed to the Framework.

As part of the Technical Criteria, Tenderers are required to provide an outline of any Community Benefits that can be offered.

(SC Ref:815892)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

Glasgow

Country

United Kingdom