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Tender

## **PS/20/07 Rural Grass Cutting & Urban Herbicide Application including Litter Picking & Gully Cleaning**

East Ayrshire Council

F02: Contract notice

Notice identifier: 2021/S 000-004046

Procurement identifier (OCID): ocds-h6vhtk-029736

Published 1 March 2021, 3:40pm

The closing date and time has been changed to:

**6 April 2021, 12:00pm**

See the [change notice](#).

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

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

East Ayrshire Council

Corporate Procurement Team, London Road HQ

Kilmarnock

KA3 7BU

#### **Contact**

Lisa Sneddon

#### **Email**

[procurement@east-ayrshire.gov.uk](mailto:procurement@east-ayrshire.gov.uk)

**Telephone**

+44 1563576183

**Country**

United Kingdom

**NUTS code**

UKM93 - East Ayrshire and North Ayrshire mainland

**Internet address(es)**

Main address

<http://www.east-ayrshire.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00223](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00223)

**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**

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**

PS/20/07 Rural Grass Cutting & Urban Herbicide Application including Litter Picking & Gully Cleaning

Reference number

PS/20/07

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

- 77314000 - Grounds maintenance services

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

Services

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

The Contract requires the successful tenderer to carry out all rural grass cutting, urban herbicide application, litter picking and gully cleaning (gully cleaning at specific locations only) as set out in the Specification Schedules throughout the East Ayrshire Council Area.

Also included in the Contract is the requirement for litter picking.

The cleaning of the gullies along the route of the A71 dual carriageway between Corsehill – Moorfield - Bellfield Interchanges is also included in the contract.

The successful Contractor will also be requested from time to time to carry out some additional work in the form of scrub clearance, minor tree felling and the cutting of areas of grass not included in the schedules. This work will be required throughout the Ayrshire Roads Alliance area in both South Ayrshire and East Ayrshire Council areas.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 45233229 - Verge maintenance work
- 90511300 - Litter collection services
- 77314100 - Grassing services
- 90641000 - Gully cleaning services

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

East Ayrshire however some adhoc services may be required from time to time in South Ayrshire.

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

The Contract requires the successful tenderer to carry out all rural grass cutting, urban herbicide application, litter picking and gully cleaning (gully cleaning at specific locations only) as set out in the Specification Schedules throughout the East Ayrshire Council Area.

Also included in the Contract is the requirement for litter picking in advance of grass cutting operations (both summer and autumn) on routes as detailed in the Specification Schedules

The cleaning of the gullies along the route of the A71 dual carriageway between Corsehill – Moorfield - Bellfield Interchanges is also included in the contract. These should be cleaned once, either during the summer or autumn grass cutting operations at the choice of the successful Contractor.

The successful Contractor will also be requested from time to time to carry out some additional work in the form of scrub clearance, minor tree felling and the cutting of areas of grass not included in the schedules. The will be paid at the rates stated in the Bill of Quantities included in the Contract Documents. This work will be required throughout the Ayrshire Roads Alliance area in both South Ayrshire and East Ayrshire Council areas.

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

Quality criterion - Name: Method Statement / Weighting: 10%

Quality criterion - Name: Programme / Weighting: 10%

Price - Weighting: 80

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract is for 2 years initially with the option to extend annually for a further 3 years at the sole discretion of East Ayrshire Council.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract allows for any associated services to be undertaken through out the life of the contract at agreed rates.

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

List and brief description of conditions

If required, is it a requirement in the bidder's country of establishment to hold a particular authorisation or membership of a particular organisation needed in order to be able to perform the service in question?

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Bidders will be required to provide their "general" yearly turnover for the last 3 years: 2020, 2019, 2018

In addition, East Ayrshire Council reserve the right to review the bidders financial information including information from a credit reference agency (Experian) at tender stage and for the duration of the contract, and seek clarifications if necessary. If clarifications are not satisfactory the bidder may be excluded from the tender process. It is the Tenderers responsibility to ensure that all information held by Experian is current and accurate when submitting their Tender. The Council will not enter into discussions with Tenderers who fail to ensure that their Experian scores are accurate by the due submission date. Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up/started trading and further information may be requested.

Minimum level(s) of standards possibly required

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 10million GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

Public Liability Insurance = 5million GBP

Motor Vehicle Insurance

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Bidders will be required to provide 2 examples of similar services carried out in the past three years that demonstrate that they have the relevant experience to deliver the services as described in this Contract Notice. The works must be of a similar value, size and scope. Bidders must provide contact details of referees for the 2 experience examples. Referees may be contacted to discuss the services and the performance of the contractor. Any contractor which fails to have performed satisfactorily in each of the 2 experience projects may be excluded from the tender process.

Bidders will be required to confirm that they and/or the service provider have the following relevant educational and professional qualifications:

All operatives are required to be trained to Pesticides PA1, PA6 (or equivalent) for hand held applications and PA2 (or equivalent) standard for quad bike/tractor applications.

The contractor should also hold a BASIS certificate (or equivalent) for the main chemical store and for providing advice on chemical usage.

Minimum level(s) of standards possibly required

Quality Management Procedures 1. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent).

Health & Safety Procedures - See attached guidance in Technical Envelope.

Environmental Management Standards

1. The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

OR

2. A Environmental management policy authorised by their Chief Executive or equivalent, and is regularly reviewed at a senior management level, which is relevant to the scale and scope of the contract.

The Environmental manual must include documented procedures for;

- ensuring that the bidder's environmental management procedures are effective in

reducing / preventing significant impacts on the environment;

- providing employees with training and information on environmental issues, including evidence that the bidder has in place and implements, training arrangements to ensure that its workforce has sufficient skills and understanding to carry out their various duties;
- checking, reviewing and where necessary improving the bidder's environmental management performance and the environmental impact of this organisation, demonstrating that it has in place and implements, training arrangements to ensure that its workforce has sufficient skills and understanding to carry out their various duties;
- checking, reviewing and where necessary improving the bidder's environmental management performance and the environmental impact of this organisation, demonstrating that it has a system for monitoring environmental management procedures on an on-going basis and for updating them at periodic intervals;
- dealing with waste (e.g. waste management plans, waste segregation, recycling etc.);
- ensuring that any suppliers the bidder engages apply environmental protection measures that are appropriate to the work for which they are being engaged, including procedures for monitoring supplier's environmental management arrangements and ensuring that environmental performance appropriate for the work to be undertaken is delivered throughout the whole of the bidder's supply chain.

Bidders must allow for welfare facilities and follow all Scottish Government guidance on Covid-19.

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

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

As per the ITT documents - see Appendix A Contract Management Information.

### **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**

Originally published as:

Date

2 April 2021

Local time

12:00pm

Changed to:

Date

6 April 2021

Local time

12:00pm

See the [change notice](#).

#### **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: 4 (from the date stated for receipt of tender)

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

Date

2 April 2021

Local time

12:00pm

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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 payment will be used

#### **VI.3) Additional information**

All responses must be uploaded in PCS-T.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 18052.  
For more information see:

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

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:

Mandatory Community Benefits will be evaluated on a pass/fail basis.

(SC Ref:645888)

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

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

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Country

United Kingdom