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Tender

Occupational Therapy Equipment Maintenance Contract 2022-25

Comhairle nan Eilean Siar

F02: Contract notice

Notice identifier: 2022/S 000-004236

Procurement identifier (OCID): ocds-h6vhtk-031728

Published 15 February 2022, 9:05am

Section I: Contracting authority

I.1) Name and addresses

Comhairle nan Eilean Siar

Council Offices, Sandwich Road

Stornoway

HS1 2BW

Email

contracts@cne-siar.gov.uk

Telephone

+44 1851600501

Fax

+44 1851705349

Country

United Kingdom

NUTS code

UKM64 - Na h-Eileanan Siar (Western Isles)

Internet address(es)

Main address

<http://www.cne-siar.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00262

I.3) Communication

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

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

www.publictendersscotland.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

Occupational Therapy Equipment Maintenance Contract 2022-25

II.1.2) Main CPV code

- 50532000 - Repair and maintenance services of electrical machinery, apparatus and associated equipment

II.1.3) Type of contract

Services

II.1.4) Short description

The requirement is for the provision of an Occupational Therapy Equipment Maintenance Contract throughout the Western Isles covering:

- Twice-yearly overhauling, servicing, checking and general maintenance of various bath lifts, stair lifts, ceiling track hoists, riser-recliner chairs, changing tables as listed
- Replacement of defective fittings and components as instructed
- Inspection and written report on equipment
- Reactive response to repairs within 24 hours of notification throughout the Western Isles.

The routine inspections shall be carried out twice a year; August/September and February/March of each year.

Locations: Council Properties, residential homes, private dwellings and Community Equipment Service Stores throughout the Western Isles.

II.1.5) Estimated total value

Value excluding VAT: £270,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50532000 - Repair and maintenance services of electrical machinery, apparatus and associated equipment

II.2.3) Place of performance

NUTS codes

- UKM64 - Na h-Eileanan Siar (Western Isles)

Main site or place of performance

Council Properties, residential homes, private dwellings and Community Equipment Service Stores throughout the Western Isles.

II.2.4) Description of the procurement

The requirement is for the provision of an Occupational Therapy Equipment Maintenance Contract throughout the Western Isles covering:

- Twice-yearly overhauling, servicing, checking and general maintenance of various bath lifts, stair lifts, ceiling track hoists, riser-recliner chairs, changing tables as listed
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Locations: Council Properties, residential homes, private dwellings and Community Equipment Service Stores throughout the Western Isles.

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

Renewal expected at end of contract

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

It is a requirement of the contract that you can provide a 24 hour response time for repairs throughout the Western Isles

PVG Scheme (Protection of Vulnerable Groups (Scotland) Act 2007)

This contract will involve dealings with vulnerable people and handling sensitive information. All operatives must be PVG Scheme checked – Basic Disclosure - prior to commencement of the contract.

Please confirm that operatives (including sub-contractors) will be registered or will be PVG Scheme checked – Basic Disclosure. (Note evidence of registration or check will only be sought from the successful tenderer on award of contract).

Asbestos Awareness

It will be a requirement of participation in this contract that Tenderers can provide evidence that all operatives (including sub-contractors) undertaking any installations have received the appropriate Asbestos Awareness Training.

<http://www.hse.gov.uk/asbestos/training.htm>

Please confirm that operatives will be trained to the relevant level (Note evidence of training will only be sought from the successful tenderer on award of contract).

III.1.2) Economic and financial standing

List and brief description of selection criteria

Provide one copy of your insurance certification demonstrating:

- Public liability insurance for GBP5m (or confirm willingness to increase cover to this value on award of contract)
- Employers liability insurance for minimum GBP5m (or confirm willingness to increase cover to this value on award of contract)

III.1.3) Technical and professional ability

List and brief description of selection criteria

Maintenance of Stannah Stairlifts

Our stairlifts are manufactured primarily by Stannah and the successful tenderer (including any sub-contractors) will require approved training before undertaking any maintenance. Stannah have a training centre in Sheffield, a course lasts approx 4 days.

The successful tenderer must have operatives who are trained in the installation, servicing

and maintenance of this specific equipment.

Please confirm that operatives (including sub-contractors) will be trained as service engineers for Stannah Stairlift installation, servicing and maintenance. (Note evidence of training will only be sought from the successful tenderer on award of contract).

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

Stevie Graham, Field Service Manager, Stannah Lift Services Ltd

Stevie_Graham@Stannah.co.uk

It is a requirement of the contract that you can provide a 24 hour response time for repairs throughout the Western Isles

PVG Scheme (Protection of Vulnerable Groups (Scotland) Act 2007)

This contract will involve dealings with vulnerable people and handling sensitive information. All operatives must be PVG Scheme checked – Basic Disclosure - prior to commencement of the contract.

Please confirm that operatives (including sub-contractors) will be registered or will be PVG Scheme checked – Basic Disclosure. (Note evidence of registration or check will only be sought from the successful tenderer on award of contract).

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

Construction Skills

The Comhairle has a Construction Skills Certification Scheme Policy.

Please confirm that you are able to comply with this Policy.

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

18 March 2022

Local time

2:00pm

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

IV.2.7) Conditions for opening of tenders

Date

18 March 2022

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Jan 2025

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 ITT exercise. The Project code is 20487. For more information see:

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

(SC Ref:680038)

VI.4) Procedures for review

VI.4.1) Review body

Stornoway Sherrif Court

9 Lewis Street

Stornoway

HS1 2JF

Telephone

+44 1851702231

Country

United Kingdom

Internet address

<http://www.cne-siar.gov.uk>