

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/004434-2023>

Tender

Framework Agreement for the Provision of Personal Protective Equipment (PPE) to the named Academic Partners of the University of the Highlands and Islands

University of the Highlands and Islands
Argyll College
University of the Highlands and Islands
Inverness College UHI (Also known as UHI Inverness)
UHI Moray
North Highland College (Known as UHI North Highland)
Lews Castle College
UHI Perth
West Highland College UHI
Highland Theological College
Sabhal Mòr Ostaig
Scottish Association for Marine Science ('SAMS')

F02: Contract notice

Notice identifier: 2023/S 000-004434

Procurement identifier (OCID): ocds-h6vhtk-03a560

Published 14 February 2023, 8:40am

The closing date and time has been changed to:

31 March 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

University of the Highlands and Islands

12b Ness Walk

Inverness

IV3 5SQ

Email

ayoung@apuc-scot.ac.uk

Telephone

+44 1463279000

Fax

+44 1463279001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00101

I.1) Name and addresses

Argyll College

Dunoon Centre, West Bay

Dunoon

PA23 7HU

Email

info@argyllcollege.ac.uk

Telephone

+44 8452309969

Country

United Kingdom

NUTS code

UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute

Internet address(es)

Main address

<http://www.argyll.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA18943

I.1) Name and addresses

University of the Highlands and Islands

12b Ness Walk

Inverness

IV3 5SQ

Email

procurement@uhi.ac.uk

Telephone

+44 1463279000

Fax

+44 1463279001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00101

I.1) Name and addresses

Inverness College UHI (Also known as UHI Inverness)

1 Inverness Campus

Inverness

IV2 5NA

Email

info@inverness.uhi.ac.uk

Telephone

+44 1463273000

Fax

+44 1463279001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.inverness.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00454

I.1) Name and addresses

UHI Moray

Moray Street

Elgin

IV30 1JJ

Email

tfisk@apuc-scot.ac.uk

Telephone

+44 1343576000

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

<https://www.moray.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00460

I.1) Name and addresses

North Highland College (Known as UHI North Highland)

Ormlie Road

Thurso

KW14 7EE

Email

info@northhighland.ac.uk

Telephone

+44 1847889000

Fax

+44 1847889001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.northhighland.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00471

I.1) Name and addresses

Lews Castle College

Castle Grounds, Stornoway

Isle of Lewis

HS2 0XR

Email

enquiries@lews.uhi.ac.uk

Telephone

+44 1851770000

Fax

+44 1851770001

Country

United Kingdom

NUTS code

UKM64 - Na h-Eileanan Siar (Western Isles)

Internet address(es)

Main address

<http://www.lews.uhi.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00459

I.1) Name and addresses

UHI Perth

Crieff Road

Perth

PH1 2NX

Email

pc.procurement@perth.uhi.ac.uk

Telephone

+44 1738877000

Fax

+44 1851770001

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

<http://www.perth.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00464

I.1) Name and addresses

West Highland College UHI

Carmichael Way

Fort William

PH33 6FF

Email

info@whc.uhi.ac.uk

Telephone

+44 1397874000

Fax

+44 1851770001

Country

United Kingdom

NUTS code

UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute

Internet address(es)

Main address

www.whc.uhi.ac.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16402

I.1) Name and addresses

Highland Theological College

High Street

Dingwall

IV15 9HA

Email

kmcewan@apuc-scot.ac.uk

Telephone

+44 1349780203

Fax

+44 1851770001

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<https://www.htc.uhi.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA29323

I.1) Name and addresses

Sabhal Mòr Ostaig

Sabhal Mor Ostaig, Teangue

Isle of Skye

IV44 8RQ

Email

ksmith@apuc-scot.ac.uk

Telephone

+44 1471888000

Fax

+44 1471888001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.smo.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00467

I.1) Name and addresses

Scottish Association for Marine Science ('SAMS')

Scottish Marine Institute, Oban

Argyll

PA37 1QA

Email

tenders@sams.ac.uk

Telephone

+44 1631559000

Fax

+44 1631559001

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.sams.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA14563

I.2) Information about joint procurement

The contract involves joint procurement

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

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Framework Agreement for the Provision of Personal Protective Equipment (PPE) to the named Academic Partners of the University of the Highlands and Islands

Reference number

CS-UHI-21498

II.1.2) Main CPV code

- 18100000 - Occupational clothing, special workwear and accessories

II.1.3) Type of contract

Supplies

II.1.4) Short description

The named Academic Partners of the University of the Highlands and Islands wish to form a sole supplier Framework Agreement for the Provision of Personal Protective Equipment (PPE) for staff and students. For the purpose of clarification, the below partners have access to this Framework Agreement. It should be noted that partners have the option to purchase requirements outside of this Framework Agreement and are not obligated to use the Framework Agreement.

- UHI Argyll
- UHI Executive Office
- UHI Inverness
- UHI Moray
- UHI North Highland
- UHI Outer Hebrides
- UHI Perth
- UHI West Highland

- Highland Theological College
- Sabhal Mòr Ostaig
- Scottish Association for Marine Science

It should be noted that UHI North Highland, UHI Outer Hebrides and UHI West Highland are expected to merge into one institution in the summer of 2023. In the event this merger takes place, the newly formed institution will have access to this Framework Agreement.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 18143000 - Protective gear
- 18113000 - Industrial clothing
- 18141000 - Work gloves
- 18440000 - Hats and headgear
- 18100000 - Occupational clothing, special workwear and accessories
- 18800000 - Footwear
- 18830000 - Protective footwear
- 18400000 - Special clothing and accessories
- 18000000 - Clothing, footwear, luggage articles and accessories
- 18200000 - Outerwear
- 18300000 - Garments

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

II.2.4) Description of the procurement

The named Academic Partners of the University of the Highlands and Islands wish to form a sole supplier Framework Agreement for the Provision of Personal Protective Equipment (PPE) for staff and students. For the purpose of clarification, the below partners have access to this Framework Agreement. It should be noted that partners have the option to purchase requirements outside of this Framework Agreement and are not obligated to use the Framework Agreement.

- UHI Argyll
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- UHI Outer Hebrides
- UHI Perth
- UHI West Highland
- Highland Theological College
- Sabhal Mòr Ostaig
- Scottish Association for Marine Science

It should be noted that UHI North Highland, UHI Outer Hebrides and UHI West Highland are expected to merge into one institution in the summer of 2023. In the event this merger takes place, the newly formed institution will have access to this Framework Agreement.

Additional detail regarding this requirement is contained within the Invitation to Tender document and associated Appendices.

II.2.5) Award criteria

Quality criterion - Name: Methodology / Weighting: 15%

Quality criterion - Name: Quality Management / Weighting: 15%

Quality criterion - Name: Product Sourcing – Ethical, Environmental and Sustainability / Weighting: 15%

Quality criterion - Name: Customer Service / Weighting: 10%

Quality criterion - Name: Fair Work Practices / Weighting: 5%

Price - Weighting: 40%

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will commence for an initial term of twenty-four (24) months.

The Authority reserves the right to extend the contract for two (2) x twelve (12) month periods, subject to satisfactory performance and continued requirement of the Authority.

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

Minimum level(s) of standards possibly required

Insurance

Bidders must confirm they can provide the following supporting evidence prior to award:

- Employer's (Compulsory) Liability Insurance = 5 000 000 GBP or as required by statute
- Product Liability Insurance = 5 000 000 GBP
- Public Liability Insurance = 5 000 000 GBP

Accounts

The following evidence will be requested with tender submissions in order to conduct analysis of organisation's financial standing:

Contractors are required to submit 2 years audited accounts including profit and loss statements, or equivalent before the tender submission deadline.

Alternatively, if you are unable to provide the required accounting information – e.g., a new business without the required accounts, please provide a banker's letter demonstrating their willingness to support your organisation over the term of the Framework Agreement.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

27 March 2023

Local time

12:00pm

Changed to:

Date

31 March 2023

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

IV.2.7) Conditions for opening of tenders

Date

27 March 2023

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 2025 OR February 2026
OR February 2027

Please note that the timing for a future contract notice with regard to this requirement cannot be determined at this point in time.

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 below documentation requires to be submitted as part of the tender submission:

Appendix A - Form of Tender

Appendix B - Freedom of Information

Appendix D - Supply Chain Code of Conduct

Appendix E - Commercial Questionnaire

Appendix F - Technical Questionnaire

Appendix G - GDPR Vendor Data Processor Assurance Assessment

Appendix H - Cloud Risk Evaluation Questionnaire

Appendix I - Conflict of Interest

Single Procurement Document

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23300.
For more information see:

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

(SC Ref:722443)

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sheriff and Justice of the Peace Court

Inverness

IV2 3EG

Country

United Kingdom