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Tender

## **Domestic & Commercial Gas Servicing & Maintenance**

River Clyde Homes

F02: Contract notice

Notice identifier: 2021/S 000-004435

Procurement identifier (OCID): ocds-h6vhtk-0298a7

Published 5 March 2021, 11:24am

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

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

River Clyde Homes

Clyde View, 22 Pottery Street

Greenock

PA15 2UZ

#### **Email**

[procurement@riverclydehomes.org.uk](mailto:procurement@riverclydehomes.org.uk)

#### **Telephone**

+44 8000132196

#### **Country**

United Kingdom

#### **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

<http://riverclydehomes.org.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA12102](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12102)

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://www.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.publiccontractsscotland.gov.uk/>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Housing and community amenities

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Domestic & Commercial Gas Servicing & Maintenance

Reference number

RCH535

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

- 50531200 - Gas appliance maintenance services

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

Services

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

River Clyde Homes (RCH) is a forward thinking and dynamic 'not for profit' social housing provider that owns and manages over 6,000 homes and provides factoring services to a further 2,250 homes in the Inverclyde area of Scotland.

We are looking to procure the services of an experienced and competent contractor to undertake gas servicing, maintenance, repair & (where applicable) appliance replacement of the heating systems residing within our domestic (circa 3500 properties) and commercial (circa 9 properties, RCH Offices / Sheltered Housing Complexes) properties.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 50531200 - Gas appliance maintenance services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

RCH are looking to procure the services of an experienced and competent contractor to undertake domestic and commercial gas servicing, maintenance, repair & (where applicable) appliance replacement.

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

RCH may elect to extend any resultant agreement for up to a period of 2, 12 month periods, subject to the agreement of the successful bidder.

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

**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

**II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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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

SPD Question 4A.1 -

It is a requirement of this contract that Bidders and any relevant sub-contractors hold current registration with Gas Safe and are accredited by SELECT / NICEIC or equivalent. Bidders should indicate whether they hold the required registrations, and provide the company registration numbers within this section of the SPD.

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

List and brief description of selection criteria

SPD Question 4B.5.1b -

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

Employers Liability Insurance = 10m GBP

SPD Question 4B.5.2 -

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

Public Liability Insurance = 10m GBP

Bidders should indicate whether they hold the required cover in the table provided within the SPD.

Minimum level(s) of standards possibly required

SPD Question 4B.6 -

The bidder's company name and registration number will be used to obtain a financial risk assessment report from Dun & Bradstreet. Only companies which are deemed

financially stable by RCH's Finance Department, on the strength of their financial report will be eligible to be a party to the contract. It is the tenderers responsibility to ensure that the information held by Dun & Bradstreet is up to date at the time of submission. If you prefer to have this assessment carried out in respect of a guarantor, such as an ultimate parent body, then you may elect for this option and details of the guarantor should be provided.

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

List and brief description of selection criteria

4C.1.2- Bidders require to provide three examples of the successful delivery of contracts that are close in nature and scope to RCH's requirement. Bidders require to describe the scope of the contracts, what their responsibilities are / were, what the scale of the contract was, and how they have performed within the contract.

Bidders will also be required to provide written references from two of the three clients listed with their response. The references should provide a summary of the works undertaken and indicate the client's own satisfaction levels with the quality of service they received. Simply providing contact details is not enough, written references from clients are to accompany your SPD response. (worth 50.00% of SPD score)

4C.6. - Bidders are required to provide details of the available on-site operatives (gas engineers, not management staff) who will be involved in performing the contract in the event of a successful bid. This should include staff numbers, and information in relation to the staff members core skills, qualifications, accreditations, experience and competency. As a minimum the engineers must be Gas Safe registered and have undertaken adequate Asbestos training. (worth 30.00 of SPD score)

4C.6.1. - Bidders are required to provide details of the relevant experience and the educational and professional qualifications held by their managerial staff. (worth 10.00% of SPD score)

4C.9. - Bidders are required to provide details of relevant tools, plant or technical equipment available to you in relation to servicing the contract (PPE, tools, vehicles, materials etc). (worth 10.00% of SPD score)

4C.10.- Please provide details of the proportion of the contract that you intend to subcontract, list the workstreams that will be sub-contracted, provide details of the subcontractors you intend to sub-contract these works to, and explain how they've been selected and how they will be managed. A separate SPD for each named subcontractor must be completed and submitted with your response.

Although not a scored criterion, failure to provide the required information in relation to

sub contractors may result in your company being removed from the process.

Minimum level(s) of standards possibly required

4D.1 - Bidders require to confirm whether they are able to produce certificates drawn up by independent bodies attesting that the bidder holds a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001.

And

Bidders require to confirm whether they must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum. (Pass / Fail)

4D.2. - Bidders require to confirm whether they are able to produce certificates drawn up by independent bodies attesting that the bidder holds 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. (Pass / Fail)

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

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

Key Performance Indicators will apply to the contract. This will be detailed at the tender stage.

### **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**

Restricted 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.2.1) Previous publication concerning this procedure**

Notice number: [2016/S 249-458089](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

5 April 2021

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

16 April 2021

#### **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)

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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: March 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**

All SPD's must be submitted electronically via the Public Contracts Scotland (PCS) Electronic Tender Post Box. Any response not submitted via the Post Box will not be considered. Any queries relating to the contract must be raised via the 'Question & Answer' function of the PCS website.

The response provided to questions 4C1 – 4C9 of the ESPD will be allocated a score based on the following methodology, all other sections of the SPD are scored on a Pass/Fail basis:

0 - Unacceptable

1 - Poor

2 - Acceptable

3 - Good

4 - Excellent

Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

Poor - Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Where a bidder is allocated a score of '0' or '1' by RCH's evaluation panel, for any of these questions, they may be disqualified from the procurement process.

It is envisaged that the 5 highest scoring bidders will be taken forward to the tender stage.

A separate SPD response must be provided for any subcontractor(s) on whose capability and capacity the main bidder relies on in order to meet the selection criteria.

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=646482](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=646482).

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: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

At tender stage bidders will require to set out what community benefits they will bring to the Inverclyde area in the event of a successful bid. Responses may address targeted recruitment & training; equal opportunities; supply-chain initiatives; environmental initiatives, community consultation; contributions to education; the promotion of social enterprises; and resources for community initiatives. These benefits must be specific to this contract and not part of a wider Corporate Social Responsibility (CSR) programme.

(SC Ref:646482)

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

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

Greenock Sheriff Court

1 Nelson St

Greenock

Country

United Kingdom