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Tender

## **High Level Historic Fabric Survey & Associated Services**

Historic Environment Scotland

F02: Contract notice

Notice identifier: 2023/S 000-004518

Procurement identifier (OCID): ocds-h6vhtk-03a58e

Published 14 February 2023, 2:05pm

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

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

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Contact**

Fiona Fretwell

#### **Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

#### **Telephone**

+44 1316688866

#### **Fax**

+44 1316688877

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

National or federal Agency/Office

**I.5) Main activity**

Other activity

Built Environment, Heritage and Tourism

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## **Section II: Object**

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

#### **II.1.1) Title**

High Level Historic Fabric Survey & Associated Services

Reference number

HES/C/4195

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

- 71315400 - Building-inspection services

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

Services

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

HES requires provision of a hire of steeplejacks and rope access service to cover our national estate across Scotland. Masonry checks should be Tactile (hands on). Any areas where masonry appears loose or in danger of falling should then be highlighted to an inspector on the ground and time aloud for photographs to be taken. If any areas are found to be in immediate danger of falling then it should be brought to the attention of the Deputy Lead for that Site, prior to any removal or works taking place.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 71315400 - Building-inspection services

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

NUTS codes

- UKM - Scotland

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

HES requires provision of a hire of steeplejacks and rope access service to cover our national estate across Scotland. The work will be on an “as required basis”. Normal working hours are deemed to be from 0800-1700 hours with the exclusion of a period of up to one hour for meals. The start period for meals may vary to suit individual sites and should be agreed with the Contract Manager. There may be emergency call outs as part of this contract and HES may also require additional works of a similar nature to be carried out by the successful supplier. Given the national importance of our built heritage, HES expect the supplier to treat the organisation as a priority when emergencies/incidents arise. We may require an incident response team to attend site at short notice (within 4 hours of initial call out) after adverse weather for example to inspect high level materials ensuring the monument is safe for staff and the public.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **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

The contract may be extended by another 24 months after the initial period, following annual reviews.

#### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

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

List and brief description of selection criteria

HES use Scotbis, an independent provider of business credit reports, to assess the financial standing of tenderers. The overall aim of this assessment is to ensure, as far as possible, that any potential Supplier will not have financial difficulties that endanger their ability to perform the Contract. If financial information cannot be gained from that source Historic Environment Scotland will request that you provide full audited accounts for the last full financial year. If Suppliers cannot provide any of the assurances as detailed above, and it is determined by HES that your financial strength is not adequate, then your company may not pass the financial evaluation. If you can provide the assurances as detailed above, HES may explore these options with you before determining whether your company can be taken forward in this procurement exercise. Bank details may also be sought to support the above

Minimum level(s) of standards possibly required

Employers (compulsory) Liability Insurance - GDP 5 million

Public Liability Insurance - GDP 5 million

### **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

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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**

Date

20 March 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

20 March 2023

Local time

12:00pm

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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: If the extensions are used then this will be relet in 2027

### **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**

Suppliers are asked to ensure their response is submitted before the closing date and time as HES will not accept late tenders. You should also highlight any issues with the terms and conditions in your response as HES will not sign up to supplier's terms or negotiate at point of award or post contract award.

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=722593](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=722593).

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:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

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

Suppliers are expected to offer community benefits as part of the service provision, this can be in form of work placements, engaging with SME's, local employment opportunities

or other social value engagements. Suppliers are also expected to state how they will demonstrate any benefits are delivered.

(SC Ref:722593)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=722593](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=722593)

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

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

Edinburgh Sheriff Court and Justice of Peace Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom