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Tender

## **HUMAN REMAINS AND EMERGENCY EXCAVATION 20121**

Historic Environment Scotland

F02: Contract notice

Notice identifier: 2021/S 000-004572

Procurement identifier (OCID): ocds-h6vhtk-02994d

Published 8 March 2021, 11:24am

### **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**

Other type

Non Departmental Government Body

**I.5) Main activity**

Other activity

Conservation, Built Environment and Tourism

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## **Section II: Object**

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

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

HUMAN REMAINS AND EMERGENCY EXCAVATION 20121

Reference number

HES/C/4083

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

- 71351914 - Archaeological services

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

Services

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

This contract is for rapid-reaction small-scale investigation and post-excavation work after unexpected discoveries of human remains or after Historic Environment Scotland (HES) has received reports of new or accelerated threats at known sites of human remains. The call off may also be used where an immediate and obvious threat to a vulnerable archaeological site of high significance has been identified, and there is no other tenable alternative. The contract requires reporting to a standard archive level for each call out.

#### **II.1.5) Estimated total value**

Value excluding VAT: £360,000

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

This contract is divided into lots: No

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

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

- 71351914 - Archaeological services

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

NUTS codes

- UKM - SCOTLAND

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

This contract is for rapid-reaction small-scale investigation and post-excavation work after unexpected discoveries of human remains or after Historic Environment Scotland (HES) has received reports of new or accelerated threats at known sites of human remains. The call off may also be used where an immediate and obvious threat to a vulnerable archaeological site of high significance has been identified, and there is no other tenable alternative. The contract requires reporting to a standard archive level for each call out.

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £360,000

### **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

The contract will have an option to extend for up one further year.

### **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

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:

- 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

21 April 2021

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

21 April 2021

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: This will be re-tendered late 2025 if all the extension periods have been used.

### **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**

Please refer to all the documents within this notice. It is important that you complete and return all the required documents and that the Single Procurement Document is completed online.

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=646688](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=646688).

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.

(SC Ref:646688)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=646688](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=646688)

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

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

Edinburgh Sheriff Court & Justice of the Peace Court

Sheriff Clerks Office, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom