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Tender

Temporary Homeless Accommodation – Accommodation Management Consultant 2021

Aberdeen City Council

F02: Contract notice

Notice identifier: 2021/S 000-004676

Procurement identifier (OCID): ocids-h6vhtk-0299b5

Published 9 March 2021, 9:56am

Section I: Contracting authority

I.1) Name and addresses

Aberdeen City Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

Email

gordon.duncan@highland.gov.uk

Telephone

+44 1467530600

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

<http://www.aberdeencity.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00231

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Temporary Homeless Accommodation – Accommodation Management Consultant 2021

Reference number

000-FDJE7593

II.1.2) Main CPV code

- 98341100 - Accommodation management services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this Invitation to Tender is to invite tenders for the provision of an Accommodation Management Consultant who will ensure the provision of Additional Accommodation for Homeless Persons and Households in accordance with the requirements detailed in the Tender documents.

II.1.5) Estimated total value

Value excluding VAT: £480,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98341100 - Accommodation management services
- 98341000 - Accommodation services
- 55110000 - Hotel accommodation services
- 63500000 - Travel agency, tour operator and tourist assistance services

- 63510000 - Travel agency and similar services
- 63515000 - Travel services
- 63516000 - Travel management services
- 70333000 - Housing services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

In order for the Council to ensure that it fulfil its obligations in regards to providing Temporary Accommodation to all homeless applicants whilst their applications are being assessed, they are seeking to engage with an Accommodation Management Consultant who will:

- Work with Accommodation Providers to provide single and double rooms at an agreed contract price for the duration of the Framework Agreement;
- Recruit Accommodation Providers to ensure that provision of accommodation fulfils the requirements of the council;
- Ensure that Accommodation Providers adhere to the standards for accommodation and service listed in the tender documents.

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

36

This contract is subject to renewal

Yes

Description of renewals

There is potential for the Framework Agreement to be extended for a period of up to 12 months

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

List and brief description of selection criteria

Insurance:

Tenderers must have a minimum:

5,000,000 GBP Public Liability Insurance

5,000,000 GBP Employers Liability Insurance (where applicable),

1,000,000 GBP Professional Liability Insurance.

Minimum level(s) of standards possibly required

5,000,000 GBP Public Liability Insurance

5,000,000 GBP Employers Liability Insurance (where applicable),

1,000,000 GBP Professional Liability Insurance.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The Authority will use an independent credit scoring organisation, to conduct appropriate financial probity checks.

Minimum level(s) of standards possibly required

If the Credit Report of any bidder contains a risk rating between Very High Risk – Moderate Risk, bidders will be given an opportunity to provide additional information which will be taken into account during the Council's assessment.

Where it is considered that the additional supporting information does not provide evidence to the satisfaction of the Council that risk is mitigated, the bidder shall be awarded a mark of fail and subsequently disqualified.

Please refer to the documents for more information.

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

Date

8 April 2021

Local time

12:00pm

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

8 April 2021

Local time

12:00pm

Place

N/A on-line tendering

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic payment will be used

VI.3) Additional information

Aberdeen City Council is committed to developing its approach to working with all suppliers and has introduced a strategic initiative to enhance their supplier relations, which is referred to as the Aberdeen City Council Supplier Incentive Scheme ("ACCSIS").

As a result of implementing ACCSIS the Council may be able to pay invoices earlier than their standard 30 day payment terms. In return for paying participating suppliers ahead of the 30 day standard payment terms, a small rebate is deducted from each invoice that is paid early. If the invoice is not settled early at all then no discount will be applicable.

More details of ACCSIS are available within the tender documents

Please note suppliers opt into this scheme. It is not compulsory.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 18140. For more information see:

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

(SC Ref:646873)

VI.4) Procedures for review

VI.4.1) Review body

Local Sheriff Court

Aberdeen

Country

United Kingdom