

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/004822-2024>

Tender

## **Upgrade of Fire Alarm and Emergency Lighting and PA to PAVA System at Caird Hall, Dundee, DCC/CD/219/23**

Dundee City Council

F02: Contract notice

Notice identifier: 2024/S 000-004822

Procurement identifier (OCID): ocids-h6vhtk-040905

Published 13 February 2024, 3:19pm

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

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

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

#### **Contact**

Donna Johnston

#### **Email**

[donna.johnston@dundeecity.gov.uk](mailto:donna.johnston@dundeecity.gov.uk)

#### **Telephone**

+44 1382434000

#### **Country**

United Kingdom

**NUTS code**

UKM71 - Angus and Dundee City

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00220](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220)

**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/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

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

Regional or local authority

**I.5) Main activity**

General public services

---

## **Section II: Object**

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

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

Upgrade of Fire Alarm and Emergency Lighting and PA to PAVA System at Caird Hall, Dundee, DCC/CD/219/23

Reference number

DCC/CD/219/23

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

- 45312100 - Fire-alarm system installation work

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

Works

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

Dundee City Council seeks to appoint competent supplier to supply & install increased Fire Alarm coverage, New Emergency Lighting and PAVA system at Caird Hall, Dundee. The programme of works is a 24 weeks.

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

Value excluding VAT: £700,000

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

This contract is divided into lots: No

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

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

- 45312100 - Fire-alarm system installation work

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Caird Hall, Dundee

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

Dundee City Council have a requirement to provide increased Fire Alarm Coverage, new emergency lighting to meet current standards and upgrading the current PA system to a PAVA system at the Caird Hall Building, City square, Dundee

The requirement is for:

The supply & installation of new wired and wireless fire alarm devices and associated equipment linked to existing addressable fire alarm system to extend coverage to meet Category L1/P1/M. Associated electrical installation to meet BS 7671 IET Requirements for Electrical Installations 2018, including all current amendments.

New Voice Evacuation system to be designed/installed to encompass designated areas.

New Emergency Lighting to meet current standards and be supplied from existing Central Battery system via existing Emergency Lighting

DBs.

The complete fire alarm and voice evacuation proposals and Contract Works are to be in the form of Contractor Design Portions (CDP)

The Emergency Lighting design will remain the responsibility of Dundee City Council, however the Contractor shall work with the Council to ensure a compliant installation.

DCC will provide specific and performance requirements that the Contractor shall include within his Design Proposals. These requirements

shall be highlighted on and within the Contract Drawings and Specification.

The Main Contractor shall be responsible for coordinating their design information with their subcontractor design information and for co-ordination of the various sub-contractor design info. The Main Contractor is also responsible managing the procurement of all proposed materials/equipment and for its installation in line with their programme.

The Contractor carrying out electrical alterations to suit new proposals shall be designated "APPROVED" by the National Inspection Council for Electrical Installation Contracting,

SELECT or equal and approved and proof of designation shall be submitted to the CA if requested.

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

Quality criterion - Name: Delivery of Contract and Quality of Service / Weighting: 20

Quality criterion - Name: Resourcing of Requirements / Weighting: 20

Quality criterion - Name: Programme of Work / Weighting: 15

Quality criterion - Name: Community Benefits Q1 / Weighting: 2

Quality criterion - Name: Community Benefits Q2 / Weighting: 1

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 40

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

Duration in months

6

This contract is subject to renewal

No

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Contractor must hold:

Emergency Lighting – SELECT or NICEIC or equivalent

Fire Alarm - GENT APPROVED VAR & BE ACCREDITED TO BAFE SP203

a copy of your certificate of incorporation or equivalent.

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

List and brief description of selection criteria

The Council will utilise Equifax Score check to assess the Economic and financial standing of organisations bidding for contracts. Tenderers (including all participants in a group) are required to have a Score check Score of 35 or above in order to demonstrate their financial strength and stability.

It is recommended that Tenderers review their own Score check score in advance of submitting a Tender Submission. Where the Tenderer does not have a Score check score, or where the Tenderer does not consider that the Score check score reflects their current financial status; the Tenderer may give an explanation within the Tender Submission, together with any relevant supporting alternative evidence which demonstrates its financial strength/stability.

Where the Tenderer is under no obligation to publish accounts and therefore does not have a Score check score, they must provide their audited financial accounts for the previous 2 years as part of their SPD Submission in order that the Council may assess these to determine the suitability of the Tenderer to undertake a contract of this size.

As an alternative to the above requirement but only for bidders who started trading less than 3 years prior to the return date for the Tender response set out below, those bidders must demonstrate adequate financial capacity for the Contract by the following evidence:

A business plan for a minimum 3-year trading period setting out projected annual average turnover;

audited or unaudited (if the company has no legal audit requirement) accounts for any years trading to date, and

letter of support for the bidder's bank setting out the level of financial support available to the business from the bank and for how long that is available.

A bank letter of support should explain the amount and duration of financial support made available to the business by the bank and what information, such as a business plan for the period 01/04/2023 – 31/03/2026 was considered by the bank in deciding to make that support available. These are matters of fact not opinion so should be able to be given by any bank on the authority of their customer. It must be understood, however, that the sufficiency or otherwise of the bank letter can only be judged after submission and assessment of all Questionnaire responses so the provision of as much information as possible is encouraged.

All of this information must be in terms entirely satisfactory to the Purchasing Authority. We reserve the right (but are not obliged) to seek additional clarification and/or supporting information from or about the bidder to satisfy us in this regard, for example, a bank reference.

Where a Tenderer does not meet the minimum financial requirements in its own right and wishes to rely on the financial standing of a parent company, Tenderers should provide a statement that they commit to obtaining a parent company guarantee in the form attached in the Standard Documents Parent Company Guarantee.

Where a consortium bid is received, the Score check score of each consortium member shall be assessed and each must achieve a Score check score of 35 or above.

Where a sub-contractor material to the performance of the Contract or where the Tenderer intends to sub-contract more than 25% of any contract value to a single sub-contractor, the Tenderer may be required to confirm that the sub-contractor(s) has a Score check score of 35 or above. The Council reserves the right to request one copy of all sub-contractor last 3 financial years' audited accounts and details of significant changes since the last financial year end.

Minimum level(s) of standards possibly required

Equifax Score of 35 or above in order to demonstrate their financial strength and stability.

Professional Risk Indemnity Insurance: 2,000,000 GBP in respect of each and every claim

Employer's Liability: 1000000 GBP in respect of each and every claim

Public Liability: 10,000,000 GBP in respect of each and every claim

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

List and brief description of selection criteria

Bidding organisation to provide relevant examples of supplies and/or services carried out during the last 5 years as specified in the Contract Notice. This will include evidence of previous experience in carrying out installations similar in scale and complexity.

The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001/14001 (or equivalent), full details are included in the ITT documentation)

Tenderers must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with ISO 45001 (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 (full details are included in the ITT documentation)

Minimum level(s) of standards possibly required

Full details are included in the ITT documentation

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

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

COMMUNITY BENEFITS: Bidding Organisation to deliver 2 Community Benefit activities for the duration of this contract.

ENVIRONMENTAL:

In accordance with Scotland's Climate Change Commitments, local authorities are expected to assume a leadership role at a local/regional level in terms of responding to the challenges presented by climate change.

FAIR WORK FIRST

Fair Work First (<https://www.gov.scot/publications/fair-work-first-guidance/>) is the Scottish Government's policy for driving good quality and fair work in Scotland. Further details are provided at <https://www.scottishlivingwage.org/>

Full details of Dundee City Council's requirements of successful contractors can be found in the ITT documentation.



---

## **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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-029703](#)

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

Date

14 March 2024

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

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

Date

14 March 2024

Local time

1:00pm

Place

Electronic Postbox

Information about authorised persons and opening procedure

Category Officer

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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 Caird Hall is a live events venue which is used regularly throughout the year. As such it may be that the successful contractor will be required to reschedule the programme or timings of certain aspects of the works to meet the needs of the venue and the Service Manager. It is possible that such requests may come at short notice. The works must be delivered with minimum disruptions to users of the building.

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=756938](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=756938).

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:

Bidding Organisation to deliver 2 Community Benefit activities for the duration of this contract. Bidder to provide details of proposed activities to be undertaken.

Community Benefit activity can include the following

Awareness Raising Event for community group, college or school – this could include a wide range of activities which support learning and employability such as talks about environmental issues for school, college or university students or job seekers; training workshops carried out by contractors for target groups to raise awareness of their sector and its benefits and where appropriate the careers available, motivational talks, school talks, or to run events which tie in with a particular aspect of the curriculum.

Community Support Activity or Community Wish – the council is developing a Community Wishes approach which will gather and moderate requests for support for small community projects. These will be wide ranging but likely to include requests to provide materials or volunteer labour to support small community projects including community gardens, allotment projects or community clear ups.

Work Experience Opportunity – where appropriate to provide a work placement opportunity for a young person or adult on an appropriate programme. Support would be provided to identify an appropriate programme and candidate.

Mentoring Opportunity – provide a mentoring opportunity to a young person from Dundee on the MCR pathway mentoring programme. More information at <https://mcrpathways.org/> Support would be provided to identify an appropriate school and candidate.

Post award, the Councils Community Benefits Officer will contact the successful contractor to advise on the type of outcome which can be delivered. Support will be provided to identify an appropriate intervention

(SC Ref:756938)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=756938](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=756938)

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

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

Dundee Sherriff Court and Justice of the Peace Court

Sherriff Court House, 6 West Bell Street

Dundee

DD19AD

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Scottish Court Service

Saughton House, Broomhouse House

Edinburgh

EH113XD

Email

[enquiries@scotscourts.gov.uk](mailto:enquiries@scotscourts.gov.uk)

Telephone

+44 1314443300

Country

United Kingdom