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Tender

## **EC0984 Humidifier Maintenance**

University Of Edinburgh

F02: Contract notice

Notice identifier: 2023/S 000-004836

Procurement identifier (OCID): ocds-h6vhtk-03a65d

Published 17 February 2023, 8:38am

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

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

University Of Edinburgh

Charles Stewart House, 9-16 Chambers Street

Edinburgh

EH1 1HT

#### **Contact**

Laura Schouten

#### **Email**

[laura.schouten@ed.ac.uk](mailto:laura.schouten@ed.ac.uk)

#### **Country**

United Kingdom

## **NUTS code**

UKM75 - Edinburgh, City of

## **Internet address(es)**

Main address

<https://www.ed.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00107](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107)

## **I.3) Communication**

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

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

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

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

EC0984 Humidifier Maintenance

Reference number

EC0984

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

- 50000000 - Repair and maintenance services

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

Services

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

The University of Edinburgh wishes to appoint a single contractor to provide humidifier maintenance, including service and maintenance, reactive works and replacement equipment, to the numerous humidifiers located across the various University buildings. Please refer to the ITT tender documents for full details of the scope.

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

Value excluding VAT: £400,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 50700000 - Repair and maintenance services of building installations
- 45331000 - Heating, ventilation and air-conditioning installation work

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

NUTS codes

- UKM75 - Edinburgh, City of

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

The University of Edinburgh wishes to appoint a single contractor to provide humidifier maintenance, including service and maintenance, reactive works and replacement equipment, to the numerous humidifiers located across the various University buildings. Please refer to the ITT tender documents for full details of the scope.

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

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 20

## **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 University of Edinburgh reserves the option to extend for up to two additional years

## **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

Part IV: Selection criteria - B: Economic and financial standing – Question 4B1.1 (turnover requirement), 4B5.1 and 4B5.2 (insurance requirements), and 4B6 (other requirements).

Minimum level(s) of standards possibly required

Question 4B1.1

Tenderers are required to have a minimum “general” annual turnover of GBP 200,000 for the last three financial years. Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up/started trading in question 4B3.

Questions 4B5.1a/b and 4B5.2

Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- Employer’s Liability Insurance: GBP 10,000,000
- Public Liability Insurance: GBP 5,000,000
- Professional Indemnity Insurance: GBP 2,000,000

Question 4B6

SPD 4B.6 Statement 1 (PCG):

Where the bidder is providing a submission on behalf of a subsidiary company, upon request, the bidder must obtain a Parent Company Guarantee prior to commencement of any subsequently awarded contract.

SPD 4B.6 Statement 2 (Financial Strength):

Bidders will be required to provide adequate assurance of financial strength to successfully

complete their contractual obligations.

Bidders must be able to provide upon request, their 3 most recent sets of annual audited accounts, including profit and loss information, and the following ratios:

- Current Ratio
- Quick Ratio
- Debtors Turnover Ratio
- Return on Assets
- Working Capital
- Debt to Equity Ratio
- Gross Profit Ratio

A review of your ratios and audited accounts may be undertaken. In some cases this review may lead to an additional request for further financial information to help clarify any potential issues raised. This information may be used to assess financial sustainability.

Please refer to the ITT tender documents for full details.

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

List and brief description of selection criteria

Part IV: Selection criteria - C: Technical and Professional Ability – Question 4C1.2 and 4C10

Minimum level(s) of standards possibly required

Question 4C1.2

Bidders will be required to provide three examples of services carried out during the past three years that demonstrate that you have experience to deliver the services described in the Contract Notice that are similar in value and complexity of estate. Please refer to the ITT tender documents for full details.

Question 4C10

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Please refer to the ITT tender documents for full details.

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

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

Please refer to the ITT tender documents for full details.

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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

22 March 2023

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

22 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: Early 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**

SPD Part IV: Selection criteria - D: Quality Assurance Schemes & Environmental Management Standards– Question 4D1 and 4D2

4D1 Statement 1 Quality Management:

The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent). If the bidder does not hold this, then the bidder must have equivalent, regulated reviewed documented policy and processes .

4D1 Statement 2 Health and Safety:

The bidder 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. If the bidder does not hold this, then the bidder must have equivalent, regulated reviewed documented policy and processes .

4D2 Statement Environmental Management System:

The Bidder must hold 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. If the bidder does not hold this, then the bidder must have equivalent, regulated reviewed documented policy and processes.

Please refer to the ITT tender documents for full details.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23453. For more information see:

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

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:

Please see details in the Tender Documents.

(SC Ref:722031)

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

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

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street,

Edinburgh

EH1 1LB

Country

United Kingdom