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Tender

Security & Janitorial Services

North East Scotland College

F02: Contract notice

Notice identifier: 2022/S 000-004996

Procurement identifier (OCID): ocds-h6vhtk-031a20

Published 22 February 2022, 4:15pm

Section I: Contracting authority

I.1) Name and addresses

North East Scotland College

Aberdeen City Campus, Gallowgate

Aberdeen

AB25 1BN

Contact

Colin Brodie

Email

c.brodie@nescol.ac.uk

Telephone

+44 3003305550

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

www.nescol.ac.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00442

I.3) Communication

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

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Security & Janitorial Services

Reference number

NESC/S&J/2022

II.1.2) Main CPV code

- 79713000 - Guard services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of security and janitorial (porter) services at the following College Campuses: Aberdeen City, Altens, Clinterty and Fraserburgh. Various small satellite buildings are in operation but do not have full time presence, including but not limited to, locations in Peterhead and Ellon.

The services required will include:

Maintaining general order on College sites

Reducing the threat of theft and violent incidents

Providing first aid assistance

Undertaking traffic management in College car parks

Providing a janitorial and portering service

Providing a van driving service

Assist and advise the college regarding its counter terrorism responsibilities specifically relating to Section 26 of the Counter-Terrorism and Security Act 2015 which places a duty on the College to have, in the exercise of its functions, due regard to the need to prevent people from being drawn into terrorism.

II.1.5) Estimated total value

Value excluding VAT: £3,100,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79713000 - Guard services
- 98341130 - Janitorial services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

North East Scotland

II.2.4) Description of the procurement

Provision of security and janitorial services at the following Campuses: Aberdeen City, Altens, Clinterty and Fraserburgh. Various small satellite buildings are in operation but do not have full time presence, including but not limited to, locations in Peterhead and Ellon.

The current Janitorial and Security service contract ends on the 31 July 2022 and the College intends to appoint a service provider for a period of 4 years with the option to extend 3 years (+1 +1 +1 terms) at the discretion of either party with the options beginning 1 August 2026. The services required will include:

Maintaining general order on College sites;

Reducing the threat of theft and violent incidents;

Providing first aid assistance;

Undertaking traffic management in College car parks;

Providing a janitorial and portage service;

Providing a van driving service;

Assist and advise the college regarding its counter terrorism responsibilities specifically relating to Section 26 of the Counter-Terrorism and Security Act 2015 which places a duty on the College to have, in the exercise of its functions, due regard to the need to prevent people from being drawn into terrorism.

II.2.5) Award criteria

Quality criterion - Name: Full Response to the College's specification and requirements / Weighting: 15

Quality criterion - Name: Contract Management and Technical Capability / Weighting: 45

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £3,100,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extensions may be granted.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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

The relevant selection criteria will be included in the SPD Scotland module.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

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

31 March 2022

Local time

5:00pm

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

Tender must be valid until: 1 August 2022

IV.2.7) Conditions for opening of tenders

Date

1 April 2022

Local time

9:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4-7 years dependant on take up of possible extensions

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

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=683497.

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.

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:683497)

Download the ESPD document here:
https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=683497

VI.4) Procedures for review

VI.4.1) Review body

Aberdeen Civil Justice Centre & Commercial Courts

Castle Street

Aberdeen

AB10 1WP

Email

aberdeen@scotcourts.gov.uk

Telephone

+44 1224657200

Country

United Kingdom