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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](mailto: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](http://www.nescol.ac.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00442](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

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## **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 portorage 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 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.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

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## **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

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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: 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](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](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](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](mailto:aberdeen@scotcourts.gov.uk)

Telephone

+44 1224657200

Country

United Kingdom