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Tender

## **Framework Agreement for the Provision of Security Services**

Staffordshire County Council

F02: Contract notice

Notice identifier: 2021/S 000-005024

Procurement identifier (OCID): ocids-h6vhtk-029b11

Published 12 March 2021, 10:41am

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

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

Staffordshire County Council

Staffordshire Place 2 Tipping Street

Stafford

ST16 2DH

#### **Contact**

Laura Kendall

#### **Email**

[laura.kendall@staffordshire.gov.uk](mailto:laura.kendall@staffordshire.gov.uk)

#### **Telephone**

+44 1785854656

#### **Country**

United Kingdom

**NUTS code**

UKG2 - Shropshire and Staffordshire

**Internet address(es)**

Main address

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

Buyer's address

<https://supplierlive.proactisp2p.com/Account/Login#>

**I.3) Communication**

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

<https://supplierlive.proactisp2p.com/Account/Login#>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login#>

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Framework Agreement for the Provision of Security Services

Reference number

IA2105

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

- 79710000 - Security services

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

Services

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

The awarded supplier is to provide both Static and Mobile Guarding security across a number of Staffordshire County Council Sites to deter unauthorised entry, trespass, theft, vandalism and damage, loss through negligence, fire, flood and breaches of Health and Safety or confidentiality.

To provide open and lock up services and external and internal patrolling where required. Alarm activation and emergency response as required with the flexibility to extend to other sites within the Staffordshire County Council (SCC) portfolio, along with properties from other users of the Framework Agreement (if applicable).

To provide a key holding and call out service for any Staffordshire County Council premises who wish to use this service. The premises are situated at various locations throughout the County of Staffordshire.

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

Value excluding VAT: £850,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

## **II.2) Description**

### **II.2.1) Title**

Security and Associated Services

Lot No

1

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UKG2 - Shropshire and Staffordshire

Main site or place of performance

District of Staffordshire

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

The awarded supplier is to provide both Static and Mobile Guarding security across a number of Staffordshire County Council Sites to deter unauthorised entry, trespass, theft, vandalism and damage, loss through negligence, fire, flood and breaches of Health and Safety or confidentiality.

To provide open and lock up services and external and internal patrolling where required. Alarm activation and emergency response as required with the flexibility to extend to other sites within the Staffordshire County Council (SCC) portfolio, along with properties from other users of the Framework Agreement (if applicable).

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £600,000

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

Start date

1 July 2021

End date

30 June 2025

This contract is subject to renewal

Yes

Description of renewals

The Agreement term will be from 1st July 2021 to 30th June 2023, with an additional option to extend by two years from 1st July 2023 to 30th June 2025

## **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: Yes

Description of options

The Agreement term will be from 1st July 2021 to 30th June 2023, with an additional option to extend by two years from 1st July 2023 to 30th June 2025

## **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

## **II.2) Description**

### **II.2.1) Title**

## Key Holding Services

Lot No

2

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UKG2 - Shropshire and Staffordshire

Main site or place of performance

District of Staffordshire

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

To provide a key holding and call out service for any Staffordshire County Council premises who wish to use this service. The premises are situated at various locations throughout the County of Staffordshire.

To provide open and lock up services and external and internal patrolling where required. Alarm activation and emergency response as required with the flexibility to extend to other sites within the Staffordshire County Council (SCC) portfolio, along with properties from other users of the Framework Agreement (if applicable).

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £150,000

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

Start date

1 July 2021

End date

30 June 2025

This contract is subject to renewal

Yes

Description of renewals

The Agreement term will be from 1st July 2021 to 30th June 2023, with an additional option to extend by two years from 1st July 2023 to 30th June 2025

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

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#### **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**

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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

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

Continued appointment to the Framework Agreement are in accordance with suppliers adherence to pre-established, ongoing, Key Performance Indicators. See the procurement documentation.

#### **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

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## **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 several operators

Envisaged maximum number of participants to the framework agreement: 2

In the case of framework agreements, provide justification for any duration exceeding 4 years:

#### **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

14 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

14 April 2021

Local time

1:00pm

Place

SCC Offices

Information about authorised persons and opening procedure

SCC Employees only

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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: It is envisaged that contract advert notices for the next Framework Agreement may be placed within the next 2 or 3 years. This cannot be guaranteed.

### **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**

This is an electronic tender. All submission must be made via the formal Contracting Authority electronic tendering platform.

All requests for information to be sent through the electronic tendering portal and message facility on the Proactis electronic tendering system.

How to register - follow the link to Proactis electronic tendering:

— <https://supplierlive.proactisp2p.com/Account/Login>

If you require urgent assistance regarding the initial usage of the e-Tendering package please contact the Contracting Authority point-of-contact in Section I.1 of this notice. On failure to reach this contact, please immediately email the nature of the difficulty to [commercial.team@staffordshire.gov.uk](mailto:commercial.team@staffordshire.gov.uk)

This procurement is for a Framework Agreement between the appointed providers(s) and the Contracting Authority, to supply predominately services on an ad-hoc call-off basis, as and when required.

The Contracting Authority or its public sector partners/Customers makes no guarantee as to the volume of business on offer or to be awarded, and any volumes given are indicative only and intended as a general guide. There is no commitment at the time of tendering from any parties outside of the Contracting Authority and this should be taken into

consideration when bidding.

All framework management, post-tender, will be in accordance with the Public Contracts Regulations 2015. The call-off orders will be allocated by terms laid down in the framework. Please see the tender documentation for further details.

The Contracting Authority also reserves the right to operate a public tender or quotations outside of the framework where so required.

As part of the Governments National Procurement Strategy, collaborative working and supporting other Authorities now forms part of the Contracting Authority's procurement remit. This agreement may be made available to other Contracting Authorities including without limitation Councils and Public Bodies within Staffordshire and neighboring geographical areas as prescribed by the NUTS codes in this notice. These will include Health and NHS Bodies, Local Authorities, Contracting Authorities, any other Government Department, Defence, Police and Emergency Services, Metropolitan / District Councils, Utilities, Educational Establishments, and Utilities, including the Contracting Authorities named in this notice. These organisations will be afforded third party rights or be named as beneficiaries under the contract or contracts where appropriate.

Financing / Payment:

— payments may be made following acceptance by the banking agents of Staffordshire County Council.

Legal form of groups of providers:

— no special legal form is required by the grouping of providers but each provider will be required to be come jointly or severally responsible for the contract before acceptance.

For reference the following website outlines the Contracting Authority's policy on the Community Right to Challenge:

— <http://www.staffordshire.gov.uk/business/procurement/Community-Right-to-Challenge/Community-Right-to-Challenge.aspx>

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

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

Staffordshire County Council

Stafford

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Staffordshire County Council

Stafford

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Contracting Authority will incorporate a minimum 10 calendar day standstill period (or 15 days where non-electronic or fax methods are used) at the point that an award decision notice is communicated to tenderers.

The award decision process will specify the criteria for the award of the contract/framework agreement, the reasons for the decision, including the characteristics and relative advantages, the name and score of the successful tender(s), and will specify when the standstill period is expected to end or the date before which the Contracting Authority will not conclude the contract / framework agreement.

If an appeal regarding the award of a contract / framework agreement has not been successfully resolved, the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

Any such action must be brought promptly (generally within 3 months). The Court may order the setting aside of the award decision or may order the Contracting Authority to amend any document and may award damages.

If an agreement has been entered into the Court may make a declaration of ineffectiveness or may order that the duration of any relevant specific contract be shortened and additionally may award damages.

The time limit for seeking such a declaration is generally 30 days from notification of the award (either by award decision notification or contract award notice depending upon the circumstances) or otherwise 6 months.

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

Staffordshire County Council

Stafford

Country

United Kingdom