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Tender

## **Framework Agreement for the Provision of Employer's Agent and Quantity Surveying Service**

Caledonia housing association Ltd

F02: Contract notice

Notice identifier: 2024/S 000-005636

Procurement identifier (OCID): ocds-h6vhtk-043bbc

Published 21 February 2024, 10:45am

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

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

Caledonia housing association Ltd

Suite 4 Saltire House, 3 Whitefriars Crescent

Perth

DD5 1JW

#### **Contact**

Samuel Zachariah

#### **Email**

[samuel.zachariah@caledoniaha.co.uk](mailto:samuel.zachariah@caledoniaha.co.uk)

#### **Telephone**

+44 7732495034

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**National registration number**

SP02343R

**Internet address(es)**

Main address

[www.aledoniaha.co.uk](http://www.aledoniaha.co.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA17204](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA17204)

**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**

Body governed by public law

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

Housing and community amenities

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## **Section II: Object**

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

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

Framework Agreement for the Provision of Employer's Agent and Quantity Surveying Service

Reference number

2402EAQS

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

- 71324000 - Quantity surveying services

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

Services

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

Caledonia Housing Association and its subsidiary, Cordale Housing Association (referred to as the 'Group' in this document) invite potential suppliers to participate in the Framework Agreement for the Provision of Employer's Agent and Quantity Surveying Services. The Framework Agreement will be for an initial period of 4 years with a 2-year extension option, subject to satisfactory performance.

The Group has an ambitious programme to deliver 650 new, affordable homes over the next five years across Scotland.

The framework agreement is intended to support the delivery of new housing development and planned maintenance programmes over the next four years.

It is projected that the Group will deliver around 120 units annually over the life of the framework, along with several planned maintenance contracts.

The Group is one of Scotland's leading Registered Social Landlord and provides high quality affordable homes for people in housing need. We own and manage circa 6,000

homes across Tayside, Fife, the Highlands, East and West Dunbartonshire and North Lanarkshire.

Further information about the Group and its subsidiary can be found at:  
[www.aledoniaha.co.uk](http://www.aledoniaha.co.uk); [www.cordalehousing.org.uk](http://www.cordalehousing.org.uk)

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

Value excluding VAT: £1,100,000

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

This contract is divided into lots: No

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

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

- 71322100 - Quantity surveying services for civil engineering works

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Across Scotland

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

The purpose of the Framework is to provide an overarching agreement under which the successful parties will then enter into project specific agreements. Each project will be commissioned separately and shall be subject to project-specific forms of contract including the appropriate contract terms.

The majority of projects will be managed by the Group's Development Team or Asset Management Team, although some may be managed on the Group's behalf by external consultants or other organisations.

The framework will be used to award the following contracts by the Group:

- a) all new housing projects where quantity surveying services are required;
- b) all new housing projects where employers agents services are required;

c) major refurbishment/planned maintenance Framework Agreements where quantity surveying services are required.

The Group intends to appoint three (3) Employer's Agents/Quantity Surveyor Consultancies under the framework agreement. These will include two major consultants (quantity surveyors) and one reserved consultant.

The principal Consultants Quantity Surveyors will be appointed to each project on direct appointment basis – with projects being allocated to each principal Consultant alternately. The reserve quantity surveyor Consultant would be appointed where the principal Consultant quantity surveyors declined to act or are unable to do so because of a conflict of interest or similar reason.

Suppliers will be required to express their interest by submitting responses to the Online Single Procurement Document (Scotland) Questionnaire on the Public Contracts Scotland (PCS) portal.

Following the evaluation of the SPD, shortlisted bidders will be provided with an Invitation to Tender (ITT).

#### **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: £1,100,000

#### **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

2-year extension option, subject to satisfactory performance

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 15

Objective criteria for choosing the limited number of candidates:

Quality and Cost

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

List and brief description of conditions

Please provide proof of membership with Royal Institution of Chartered Surveyors (RICS) or equivalent professional bodies.

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

List and brief description of selection criteria

Tenderers are required to provide their annual turnover for the last two financial years (including those of any parent company).

Minimum level(s) of standards possibly required

The minimum financial turnover Tenderers are required to have should be GBP125,000. The turnover considered will be that of the most recent full year of accounts.

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

List and brief description of selection criteria

For public supply and public service contracts only, please provide relevant examples of supplies and/or services carried out during the last three years as specified (Examples from both public and/or private sector customers and clients may be provided)

Please provide CV of your key Managerial staff to demonstrate their educational and professional qualification and experience

Please provide a statement on the average annual number of persons employed by your organisation over the past three (3) years

Please provide a summary of the average annual number of managerial staff over the past three (3) years

Minimum level(s) of standards possibly required

Minimum number of relevant examples - 3

Minimum number of referees with contacts details- 3

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## Section IV. Procedure

### IV.1) Description

#### IV.1.1) Type of procedure

Restricted 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: 3

#### 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 2024

Local time

5:00pm

#### IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

28 March 2024

#### 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)

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## **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**

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=758759](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=758759).

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:

It is expected that in the delivery of this service to the Group the service provider could engage in such activities as careers conventions, training events and seminars. Tenderers are asked to submit their proposal for community benefits as part of the invitation to tender stage. Please note, that this will be evaluated and scored according to the specified evaluation criteria. Community Benefits proposals made as part of a Bidder's tender submission will form a contractual commitment, and where appropriate; be included as one of the Key Performance Indicators and will be monitored during the Contract Period. Bidders should therefore ensure that commitments made within their tender submission are within their capacity and capability to deliver.

(SC Ref:758759)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=758759](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=758759)

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

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

Perth Sheriff Court and Justice of the Peace Court

County Bldg, Tay St

Perth

PH2 8NL

Country

United Kingdom