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Tender

## **Floral Displays across the London Borough of Hillingdon**

London Borough of Hillingdon

F02: Contract notice

Notice identifier: 2022/S 000-006388

Procurement identifier (OCID): ocids-h6vhtk-031f8d

Published 8 March 2022, 10:45pm

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

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

London Borough of Hillingdon

London

Hillingdon

London

#### **Contact**

Kirandeep Roopraye

#### **Email**

[kroopraye@hillingsdon.gov.uk](mailto:kroopraye@hillingsdon.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKI74 - Harrow and Hillingdon

**Internet address(es)**

Main address

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

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Tenders or requests to participate must be submitted to the above-mentioned address

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

[www.capitalesourcing.com](http://www.capitalesourcing.com)

**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**

Floral Displays across the London Borough of Hillingdon

Reference number

prj\_\_20212

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

- 77330000 - Floral-display services

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

Services

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

The London Borough of Hillingdon (LBH) is seeking to appoint a suitably qualified and experienced contractor to supply Floral Displays across the London Borough of Hillingdon. The experienced contractor will supply, install and maintain Floral Displays across six town centres in the borough.

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

Value excluding VAT: £427,000

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

This contract is divided into lots: No

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

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

- 03121000 - Horticultural products
- 03441000 - Ornamental plants, grasses, mosses or lichens
- 03451000 - Plants

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

NUTS codes

- UKI74 - Harrow and Hillingdon

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

The London Borough of Hillingdon (LBH) is seeking to appoint a suitably qualified and experienced contractor to supply Floral Displays across the London Borough of Hillingdon. The experienced contractor will supply, install and maintain Floral Displays across six town centres in the borough:

1. Uxbridge
2. West Drayton
3. Northwood
4. Hayes
5. Harefield
6. Ruislip

The contract commencement date is 1st July 2022 with a potential first order placed in July 2022 for the winter/spring display (subject to approval). The contract duration will be three (3) years plus a further option to extend for a one (1) year period (subject to approval).

Tenderers are required to submit bids for three floral display options which will be presented to Cabinet Members following the evaluation stage:

1. Option 1 - Full Summer/Autumn display (estimated value £72k excl VAT per annum)
2. Option 2 - Hanging Baskets for Town Centres (estimated value £35k excl VAT per annum )
3. Option 3 (add-on) – Winter/Spring display (estimated value £17k excl VAT per annum )

The Council will award a contract based on option 1 OR 2 and may decide to add-on option 3 to one of the first two options. The tender documents provide full details of the requirements of each of these options.

Please note that the FTS estimated contract includes VAT and is based on the Council procuring option 1 & 3. Should the Council decide to procure other options, tenderers are

to note that the contract value will be reflected accordingly.

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

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

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The service will include supply, installation and maintenance of Floral Displays across six town centres in the borough.

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

Variants will be accepted: No

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

Options: Yes

Description of options

The Council intends to award a contract for these services for a period of 36 months with an option to extend for 12 further months

#### **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

As per tender documents.

#### **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**

As set out in the tender documents

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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

7 April 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**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

7 April 2022

Local time

5:00pm

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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: 24 -36 months

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

The Contracting Authority reserves the right not to award any contract pursuant to this procurement exercise and / or abandon this procurement exercise at any time and / or award a contract for part of the services at its sole discretion. The Contracting Authority shall have no liability whatsoever to any applicant or tenderer as a result of its exercise of that discretion. For the avoidance of doubt, all costs incurred by any applicant and / or tenderer before signature of any contract with the Contracting Authority shall be incurred entirely at that applicants / tenderers risk.

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

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

London Borough of Hillingdon

Civic Centre, High Street

Uxbridge

UB8 1UW

Country

United Kingdom

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

High Court of England and Wales



Royal Courts of Justice, Strand

London

WC1A 2LL

Country

United Kingdom