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Tender

Provision of Fire Alarm Maintenance

New College Lanarkshire

F02: Contract notice

Notice identifier: 2025/S 000-006633

Procurement identifier (OCID): ocids-h6vhtk-04e62d

Published 21 February 2025, 11:45am

Section I: Contracting authority

I.1) Name and addresses

New College Lanarkshire

1 Enterprise Way, Motherwell Campus

Motherwell

ML1 2TX

Contact

Lauren Millar

Email

Lauren.millar@nclan.ac.uk

Telephone

+44 3005558080

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

<http://www.nclanarkshire.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00461

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

<https://www.publictendersscotland.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.publictendersscotland.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

Provision of Fire Alarm Maintenance

Reference number

NCL-25-003

II.1.2) Main CPV code

- 79711000 - Alarm-monitoring services

II.1.3) Type of contract

Services

II.1.4) Short description

The Authority is seeking a Contractor(s) for Provision of Fire Alarm Maintenance, including Maintenance, Monitoring and Repairs. This exercise will allow us to achieve best value for money in the supply of a fire alarm systems maintenance contract for the College.

II.1.5) Estimated total value

Value excluding VAT: £200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71630000 - Technical inspection and testing services
- 31625000 - Burglar and fire alarms
- 79711000 - Alarm-monitoring services

II.2.3) Place of performance

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

Motherwell, Coatbridge and Cumbernauld

II.2.4) Description of the procurement

The College is seeking a Contractor(s) for the Provision of Fire Alarm Systems Maintenance. The scope for this contract will cover planned preventative maintenance (PPM) and reactive call outs for all fire detection and alarm systems, as well as emergency voice communication systems. This contract will cover all New College Lanarkshire campuses, including Kirkintilloch, Cumbernauld, Coatbridge and Motherwell.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery - Planned Preventative Maintenance / Weighting: 20

Quality criterion - Name: Service Delivery - Reactive Call Outs / Weighting: 15

Quality criterion - Name: Service Delivery - Implementation and Management Approach / Weighting: 10

Quality criterion - Name: Key Personnel / Weighting: 6

Quality criterion - Name: Responsible Procurement - Health and Safety / Weighting: 5

Quality criterion - Name: Responsible Procurement - Community Benefits / Weighting: 2

Quality criterion - Name: Responsible Procurement - Fair Work Practises / Weighting: 2

Price - Weighting: 40

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

The Authority reserves the right to extend the Agreement for a further x24 months subject to satisfactory performance and continued Authority requirements.

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

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

Question 4A.1 Please complete the questions on relevant professional or trade registers. This information will be used to assess the Tenderer is enrolled in the relevant professional membership or trade register. A fail will result in elimination from the procurement exercise.

Tenderers must confirm they are registered with the BAFF Fire Safety Register, or an equivalent body.

Contractors under this agreement must also either hold, or willing to obtain (within 3 month of award date) accredited with CHAS to the minimum level of CHAS Standard. More information on this accreditation can be found within Section 2 - Specification of Requirements.

Pass = The Tenderer has provided all relevant professional or trade register documentation and has demonstrated required membership or willing to obtain membership, where applicable.

Fail = The Tenderer has not provided the required relevant professional or trade register documentation or has provided the information, but this does not correctly demonstrate the sufficient professional membership or trade register, or willingness to obtain membership, as required.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Question 4B.6 of the SPD.

Please complete the questions on financial accounts and supporting information. Successful Tenderer's will be required to provide two years of audited accounts or equivalent prior to award to the Agreement. This information will be used to assess the Tenderers economic and financial standing and is deemed a minimum standard and is mandatory. A fail will result in elimination from the procurement exercise.

Question 4B.5 of the SPD.

It is a requirement that all Tenderers must have or commit to have the required insurance levels at commencement of the Agreement as indicated below.

Question 4B.5.1b Employers Liability – 5,000,000 GBP

Question 4B.5.2 Other Insurances

Product and Public Liability – 5,000,000 GBP

A copy of the Insurance Certificate or Brokers Letter must be provided prior to award to demonstrate that the Insurance requirements can be met. All Insurance requirements are minimum standards and are mandatory. A fail will result in elimination of the procurement exercise.

Minimum level(s) of standards possibly required

Pass = The Tenderer has provided all financial accounts and supporting information requirements and has demonstrated satisfactory economic and financial standing.

Fail = The Tenderer has not provided the required financial accounts and supporting information or has provided the information but has not demonstrated satisfactory economic and financial standing.

Pass = The Tenderer has the relevant Insurance in place with evidence of an Insurance Certificate or the Tenderer has committed to obtaining the required insurance with evidence of a brokers letter.

Fail = The Tenderer does not have the relevant insurance requirements in place and cannot commit to obtaining the relevant insurance OR the Tenderer has stated they have the relevant insurance in place or can obtain it but is unable to provide evidence to demonstrate this.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Question 4C.1.2 of the SPD.

Bidders are required to provide 2 examples in the last 3 years to demonstrate that they have relevant experience to deliver the services as described.

Question 4C.4 of the SPD.

Please provide a statement of the relevant supply chain management and/or tracking

systems use as requested below:

Tenderers must confirm prior to award that they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have systems in place to pay contractors through the supply chain promptly and effectively and provide evidence when requested of:

a) their standard payment terms

b) > or equal to 95% of all supply chain invoices being paid on time (in accordance with the terms of the contract) in the last financial year.

If the tenderer is unable to confirm (b) they must provide an improvement plan signed by their director which improves payment performance.

Question 4C.7 of the SPD.

Tenderers will be required to confirm that they will employ environmental management measures as follows:

Tenderers will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

- a completed copy of the Tenderer 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

For tenderers information, an example blank 'relevant contract' Climate Change Plan Template has been provided.

Please confirm on PCS-T that you can meet this requirement and this information shall be provided when requested, prior to award.

This question is for information only however it is mandatory that you provide a response.

Question 4C.10 of the SPD.

Please provide details of the proportion (i.e., percentage) of the contract that you intend to sub-contract.

Tenderers are required to confirm whether they intend to sub-contract or not and, if so, for what proportion of the contract.

This information must be provided with your tender submission as an attachment.

Minimum level(s) of standards possibly required

Pass = The Tenderer provided 2 examples of relevant experience in the last three years.

Fail = The Tenderer has not provided 2 examples of relevant experience in the last three years or the Tenderer has responded to the request but the examples provided are not relevant.

Pass = Tenderer has confirmed that they have access to the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain and will be in a position to provide evidence when requested of a) their standard payment terms and b) > or equal to 95% of all supply chain invoices being paid on time (in accordance with the terms of the contract) in the last financial year.

If unable to confirm, an improvement plan signed by their director which improves payment performance is provided.

Fail = Tenderer has been unable to confirm a) above and has not provided b) above, when requested.

Pass = The Bidder has provided a completed copy of their Bidder Climate Change Plan (or equivalent), when requested.

Fail = The Bidder has not provided a completed copy of their Climate Chain Action Plan (or equivalent), when requested.

Pass = Tenderer has confirmed whether it intends to subcontract or not and if so, details of proportion of contract sub-contracted are provided.

Fail = Tenderer has failed to answer the question.

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

24 March 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

24 March 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: April 2027, or April 2028.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public

Contracts (Scotland) Regulations 2015.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28538.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Please demonstrate your organisations approach to delivering community benefits or achieving social value through this Agreement, for example, by providing training opportunities, apprenticeships, subcontractor opportunities or investment in the local community. Your response should refer (but not be limited) to the following areas detailed in;

SECTION 3 - TENDER QUESTIONS AND EVALUATION CRITERIA, Technical Question

- Responsible Procurement - Community Benefits (2%).

(SC Ref:790170)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Country

United Kingdom