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Contract

Facilities Management Services - Lot 5 Security Services

Highlands and Islands Enterprise
Inverness Campus Owners Association

F03: Contract award notice

Notice identifier: 2023/S 000-006753

Procurement identifier (OCID): ocds-h6vhtk-036a2f

Published 8 March 2023, 1:36pm

Section I: Contracting authority

I.1) Name and addresses

Highlands and Islands Enterprise

An Lòchran, 10 Inverness Campus

Inverness

IV2 5NA

Email

hieprocurement@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

National registration number

313

Internet address(es)

Main address

<http://www.hie.co.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00313

I.1) Name and addresses

Inverness Campus Owners Association

C/O Highlands and Islands Enterprise, An Lòchran,

Inverness Campus, Inverness

IV2 5NA

Email

ICOA@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

<http://www.invernesscampus.co.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA23323

I.2) Information about joint procurement

The contract involves joint procurement

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Facilities Management Services - Lot 5 Security Services

Reference number

FTS 021

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

THIS IS A CONTRACT AWARD NOTICE AND AS SUCH THE PROCUREMENT PROCESS IS COMPLETE.

HIE are seeking suitably qualified and experienced suppliers to provide the Facilities Management Services covering a range of services for the buildings within the Inverness Campus (both owned by HIE and/or co-owned by HIE and the University of the Highlands and Islands (UHI); the common areas of the Campus (which are the responsibility of the ICOA) with some services also being for HIE Area Offices.

The requirements are being divided in to 5 Lots as follows:

- Lot 1 Planned Preventative Maintenance & Reactive Repairs Services
- Lot 2 Reception and Support Services
- Lot 3 Cleaning Services
- Lot 4 Waste Collection, Recycling and Management Services
- Lot 5 Security Services

THIS NOTICE RELATES TO LOT 5 SECURITY SERVICES.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £479,644.24

II.2) Description

II.2.2) Additional CPV code(s)

- 79713000 - Guard services
- 79715000 - Patrol services

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

II.2.4) Description of the procurement

HIE requires a suitably qualified and experienced supplier to provide security services for An Lochran, LSIC, Aurora House, Solasta House and Inverness Campus as detailed in the tender documentation.

This service will include foot patrols, CCTV monitoring and keyholding services at the applicable locations and can generally be split into separate specifications to cover Inverness Campus and the buildings. The objective is to procure a single security service to cover activities across all locations, and we would anticipate cost efficiencies as well as better service could be achieved, for example a reduction in alarm response times.

The initial 3 year budget currently available to deliver this service is between GBP 333,000 and GBP 444,000 (excluding VAT).

Contracts will be managed and administrated by HIE for other parties including, for example UHI (who will not be entering in to direct contracts with suppliers).

The contract will commence on 1st April 2023 for an initial period of 3 years to 31st March

2026, with HIE having the option to extend for a period or periods together not exceeding 1 year following the Initial Term with the 4 year expiry date being 31st March 2027.

See Tender documentation for full details.

II.2.5) Award criteria

Quality criterion - Name: Community Benefits & Wealthbuilding - Themes Offered /
Weighting: Pass/Fail

Quality criterion - Name: Community Benefits & Wealthbuilding - Monitoring and Reporting /
Weighting: 5%

Quality criterion - Name: Fair Work Practices - Payment of Real Living Wage / Weighting:
Pass/Fail

Quality criterion - Name: Fair Work Practices- Practices and Approach / Weighting: 5%

Quality criterion - Name: Sustainability and Net Zero / Weighting: 5%

Quality criterion - Name: Management & Delivery Methodology / Weighting: 25%

Quality criterion - Name: Management & Delivery Team / Weighting: 20%

Price - Weighting: 40%

II.2.11) Information about options

Options: Yes

Description of options

HIE reserves the right, on giving reasonable written notice from time to time, to require changes to the Services (whether by way of the removal of Services, the addition of new Services, or increasing or decreasing the Services or specifying the order in which the Services are to be performed or the locations where the Services are to be provided). HIE shall not require any such change other than where it is permitted by Regulation 72 of the Public Contracts (Scotland) Regulations 2015.

In accordance with Regulation 72(1)(a) of the Public Contracts (Scotland) Regulations 2015, HIE reserves the right to make changes to the volume, scope or location of the Services to be supplied under the Contract following a review of the Services by HIE, particularly with regard to demand and budgetary availability or where HIE's strategic focus changes as a

result of changes in Scottish Government policy or as a result of a direction given to them by the Scottish Government. This may result in amendments to existing requirements under the Contracts.

Contract modifications may include (but are not limited to):

- Changes to building occupancy or activities which results in an increased or decreased security service requirement.
- Changes in lease agreements or occupancy which lead to areas being permanently or temporarily vacant.
- Requests from occupiers or tenants to increase service provision.
- Addition or removal of buildings within the Campus.
- Additional patrol frequencies (either by vehicle or foot at night) for safety and security purposes at the Campus or individual sites.
- Addition of a building opening service
- Requirement for a physical 24 hour security presence at the Campus
- Requirement for an additional guard on either day or night duties
- Removal of CCTV monitoring (either day, night or 24 hours) for monitoring by Police/Local Authority.
- Changes to HIE's available budget to deliver these services.

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.2.14) 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.

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-026427](#)

Section V. Award of contract

Contract No

FTS 021

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

21 February 2023

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Profile Security Services Limited

Stable Yard, Walk House Farm,

Barrow Upon Humber

DN19 7DZ

Country

United Kingdom

NUTS code

- UKF3 - Lincolnshire

National registration number

02371997

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £479,644.24

Section VI. Complementary information

VI.3) Additional information

It is estimated that the total value of the services over the 4 year duration will be GBP 479,644.24 (excluding VAT). This is the figure which has been used in II.1.7 & V.2.4.

It should be noted that this figure cannot be fully determined due to the reactive nature of

some services. Therefore the figure is based on HIEs best estimates at this time.

(SC Ref:716460)

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sheriff Court and Justice of the Peace Court

The Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

inverness@scotcourts.gov.uk

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014 , may bring proceedings in the Sheriff Court or the Court of Session.