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Tender

Gas Service Contract 2023 - 2028

Prospect Community Housing Ltd

F02: Contract notice

Notice identifier: 2023/S 000-006761

Procurement identifier (OCID): ocds-h6vhtk-03b095

Published 8 March 2023, 2:12pm

The closing date and time has been changed to:

11 April 2023, 4:30pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Prospect Community Housing Ltd

6 Westburn Avenue, Wester Hailes

Edinburgh

EH14 2TH

Contact

Neil Munro

Email

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Telephone

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+44 1314532868

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.prospectch.org.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11963

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Gas Service Contract 2023 - 2028

II.1.2) Main CPV code

- 50531200 - Gas appliance maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

The Contract primarily involves Gas Servicing throughout tenant occupied properties and additional work to our properties at the void stage. The Contract duration is three years from the commencement date of 1st August 2023 until the 31st July 2026 the work is generally the annual gas service of the appliance and any reactive maintenance (including parts) required to each appliance. This includes the testing and service to existing smoke, heat and CO detectors.

Subject to satisfactory performance of the Contractor, which will be assessed through measurement of the Key Performance Indicator's, which will be detailed in the Invitation to Tender. It is intended that the Contract will be further extended annually in twelve months increments up to a maximum of two years and an overall maximum contract period of five years.

II.1.5) Estimated total value

Value excluding VAT: £500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50800000 - Miscellaneous repair and maintenance services

- 50531200 - Gas appliance maintenance services
- 50531100 - Repair and maintenance services of boilers
- 50531000 - Repair and maintenance services for non-electrical machinery

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Wester Hailes, Edinburgh

II.2.4) Description of the procurement

Two stage tendering (all economic operators may submit a SPD (Scotland) application in accordance with Regulation 29 'Restricted Procedure' of the Public Contracts (Scotland) Regulations 2015

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: £500,000

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

Start date

1 August 2023

End date

31 July 2028

This contract is subject to renewal

Yes

Description of renewals

May take up option of twelve month extensions up to a maximum of two further years (1/8/2026-31/7/2028) at an estimated value 100000GBP (excluding VAT) per annum. The annual estimated value of the contract is 100000 GBP excluding VAT.

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Completion of SPD.

Mandatory and discretionary exclusion grounds.

Selection criteria measured on Section C: Technical and Professional Ability.

Completion of the following sections -

4C.1.2

4C.2

4C.3

4C.4

4C.6 and 4C.6.2

4C.7

4C.8.1 and 4C.8.2

4C.9

4C.10

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

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.

SPD (Scotland) document v1.2 Question 2D.1.2- Bidders must provide a separate SPD response (Sections A and B of this Part and Part III) for each subcontractor

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

List and brief description of conditions:

4A.1 - Bidders are required to be enrolled in the relevant professional or trade registers (or equivalent) within the country in which they are established including;

- Gas Safe Register;

4A.2 - Where it is required, within a bidder's country of establishment they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service. Bidders must confirm if they hold the particular authorisation or memberships.

III.1.2) Economic and financial standing

List and brief description of selection criteria

List and brief description of selection criteria:

Question 4B.1.1 - Bidders will be required to have a minimum 'general' yearly turnover of 200,000 GBP for the last two years.

Question 4B.2.1 - Bidders will be required to have a specific gas maintenance yearly turnover of a minimum of 200,000 GBP for the last two years.

Question 4B.3 - Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

Questions 4B.5.1 and 4B.5.2 - It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurances indicated below:

Employer's (Compulsory) Liability Insurance - 10,000,000 GBP Public Liability Insurance - 10,000,000 GBP Contractors All Risk Insurance - 1,000,000 GBP

If all information is available electronically within this section it must be indicated on SPD.

III.1.3) Technical and professional ability

List and brief description of selection criteria

List and brief description of selection criteria:

4C.1.2 - Bidders will be required to provide two examples that demonstrate that they have the relevant experience to deliver this contract.

Complete the following sections:

4C.2

4C.3

4C.4

4C.6 and 4C.6.1

4C.7

4C.8.1 and 4C.8.2

4C.9

4C.10

Bidders responses to Part C of the SPD will be limited to a maximum of fifteen A4 single sided pages, excluding any certification that a Bidder submits in support of their response, which must be completed in English using Arial 11 font

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The performance of the successful Bidder (the Contractor) will be monitored through the Key Performance Indicators. Where performance falls below the minimum acceptable level during the Contract, the Contractor will be required to produce a Remedial Plan for the approval of Prospect Community Housing.

Failure to produce a Remedial Plan or implement an approved Remedial Plan will be deemed to be a breach of the Contract, which may lead to the termination of the Contractor's 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

Restricted 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

Originally published as:

Date

10 April 2023

Local time

4:30pm

Changed to:

Date

11 April 2023

Local time

4:30pm

See the [change notice](#).

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

14 April 2023

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

Tender must be valid until: 31 July 2023

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 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

SPD (Scotland) Document v1.2, Part IV Section C 'Technical and Professional Ability' will be scored on a pass or fail basis using the following scoring methodology;

0 - Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement. A Tenderer which scores '0 – Unacceptable' against any question will be disqualified.

1 - Poor - Response is partially relevant and poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 - Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 – Very Good - Response is largely relevant and very good. The response demonstrates a very good understanding of the requirements and provides adequate details on how the requirements will be fulfilled.

5 - Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the

requirement and provides details of how the requirement will be met in full.

A submission will be required to achieve a minimum score of 2 against each Question within Part C, i.e. a score of 2 or greater shall represent a Pass whereas a score of 1 or lower will represent a Fail.

Prospect Community Housing will disregard, and not evaluate the remainder of a submission should it fail to achieve the minimum score of 2 (a Pass) against any of the Questions included with Part C.

Prospect Community Housing anticipate that the shortlist will be restricted to 5 bidders invited to ITT stage. The highest scoring bidders will be selected for the ITT stage.

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=716895.

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.

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.

(SC Ref:716895)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sherriff Court and Justice of the Peace

Edinburgh

Country

United Kingdom