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Tender

Provision of Low Carbon Advisory Services

Falkirk Council

F02: Contract notice

Notice identifier: 2023/S 000-007138

Procurement identifier (OCID): ocds-h6vhtk-03b20b

Published 10 March 2023, 4:51pm

Section I: Contracting authority

I.1) Name and addresses

Falkirk Council

Abbotsford House, David's Loan

Falkirk

FK2 7YZ

Email

CPU@falkirk.gov.uk

Telephone

+44 1324506566

Country

United Kingdom

NUTS code

UKM76 - Falkirk

Internet address(es)

Main address

<http://www.falkirk.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00184

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.publictendersscotland.publiccontractsscotland.gov.uk/

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.publiccontractsscotland.gov.uk/

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Low Carbon Advisory Services

Reference number

PS/185/23

II.1.2) Main CPV code

- 79411100 - Business development consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Falkirk Council wishes to contract with a Low Carbon Adviser (LCA) for up to 3 days per week to specifically advise businesses within the Falkirk Council area on their net zero carbon goals by offering professional expert advice on energy efficiencies, decarbonisation, climate change, resource efficiency, renewable energy, circular economy. The duration of the contract shall be from the 15th May 2023 until the 31st March 2025 with the option to extend for up to 18 months until 30th September 2026.

II.1.5) Estimated total value

Value excluding VAT: £248,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79410000 - Business and management consultancy services

- 79400000 - Business and management consultancy and related services
- 79411100 - Business development consultancy services
- 90713000 - Environmental issues consultancy services

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council area of operations.

II.2.4) Description of the procurement

See available tender documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £248,000

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

Start date

15 May 2023

End date

30 September 2026

This contract is subject to renewal

No

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.

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

It is a requirement of this tender that the bidder must hold a valid registration with Companies House. Where the bidder is not registered at Companies House they must be able to verify to the Council's satisfaction that they are trading from the address provided in the tender and under the Company name given.

III.1.2) Economic and financial standing

List and brief description of selection criteria

A Credit safe credit scoring check will be ran on registered Company Name and Company Number provided by the bidder. Where the resulting Credit Rating score is less than 30/100 the bidder may be excluded from the tender process unless suitable financial information is provided that gives satisfactory assurances to the Council regarding financial risk in appointing the bidder to the contract.

Minimum level(s) of standards possibly required

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employer's (Compulsory) Liability: [10M GBP]

Public Liability: [5M GBP]

Professional Risk Indemnity: [2M GBP]

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 listed within the tender documentation.

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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

12 April 2023

Local time

11:00am

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: 12 October 2023

IV.2.7) Conditions for opening of tenders

Date

12 April 2023

Local time

11:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23685.

See available tender documentation at

www.publictendersscotland.publiccontractsscotland.gov.uk/

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23685. For more information see:

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

(SC Ref:725498)

VI.4) Procedures for review

VI.4.1) Review body

Falkirk Sheriff Court and Justice of the Peace Court

Falkirk Sheriff Court and Justice of the Peace Court, Sheriff Court House, Main Street,
Camelon

Falkirk

FK1 4AR

Country

United Kingdom