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Tender

## **Ground Maintenance Services**

Falkirk Council

F02: Contract notice

Notice identifier: 2024/S 000-007612

Procurement identifier (OCID): ocds-h6vhtk-04471b

Published 11 March 2024, 8:53am

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

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

Falkirk Council

The Foundry, 4 Central Park, Central Boulevard

Larbert

FK5 4RU

#### **Email**

[CPU@falkirk.gov.uk](mailto: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](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.publiccontractsscotland.gov.uk](http://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](http://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](http://www.publiccontractsscotland.gov.uk)

**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**

Ground Maintenance Services

Reference number

PS/259/24

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

- 77314000 - Grounds maintenance services

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

Services

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

Falkirk Council wishes to undertake a tendering process to enter into a framework agreement with suitably experienced contractors for the

provision of a Ground Maintenance Service within the Falkirk Council Area of Operations.

The framework consist of 3 Lots, to which up to a maximum of 5 Contractors may be appointed per lot.

- Lot 1: Arboriculture Services, approximate framework term Lot Value 380 000 GBP (51%)

- Lot 2: Grass Cutting for Rural Area, approximate framework term Lot Value 190 000 GBP (25%)

- Lot 3: Herbicides Treatment, approximate framework term Lot Value 180 000 GBP (24%)

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

Value excluding VAT: £750,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Arboriculture Services

Lot No

1

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

- 03452000 - Trees
- 77211300 - Tree-clearing services
- 77211400 - Tree-cutting services
- 77211500 - Tree-maintenance services
- 77341000 - Tree pruning

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

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

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

Falkirk Council wishes to establish a framework agreement with suitably experienced contractors for the provision of Arboriculture

Services within the Falkirk Council Area of Operations.

The work will consist of a variety of different operations carried out on tagged trees. Details of the tree numbers and work required will be

provided, along with plans showing locations of the numbered trees. There may also be a requirement to carry out works on untagged,

non-surveyed trees. In this situation maps, descriptions of works, manual tree marking and site visits will provide information on the

contracted operations to be completed.

All operations should comply with British Standard BS 3998:2010 and with current industry best practice. Tree work should be effectively

organized and conducted to minimize any adverse effects on the trees, the site and their surroundings.

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

Quality criterion - Name: qualitative / Weighting: 30

Price - Weighting: 70

#### **II.2.6) Estimated value**

Value excluding VAT: £380,000

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

Start date

1 August 2024

End date

31 July 2028

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

## **II.2) Description**

### **II.2.1) Title**

Grass Cutting for Rural Area

Lot No

2

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

- 77314000 - Grounds maintenance services
- 77314100 - Grassing services

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

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

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

Falkirk Council wishes to establish a framework agreement with suitably experienced contractors for the provision of Grass Cutting Services within the Falkirk Council Area of Operations.

Rural highway verges are to be cut to prevent the obstruction of sightlines, signage, prevent the establishment of self-set trees, inhibit the growth of weeds, and prevent

vegetation encroaching onto footpaths and roads. Verges are located within the boundary of Falkirk Council and shown on the Ground Maintenance Service maps, numbered 1 to 23. These maps are located within the separately attached Zip Folder, (PS 259 24 - Lot 2 - Rural Verge Cutting Maps).

Flood prevention channels and burns are to be cut the full width of the banking using a 7 Mtr long reach side arm flail to prevent the establishment of self-set trees, inhibit the growth of weeds and prevent vegetation encroaching and narrowing the watercourse and blocking grills. Burns are located within the boundary of Falkirk Council and shown on the Ground Maintenance Service maps, numbered 24 to 45. These maps are located within the separately attached Zip Folder, (PS 259 24 - Lot 2 - Rural Verge Cutting Maps).

The contract requires up to two complete cycles of cutting to be completed between April October each year and each cycle to be completed in no more than 6 weeks. The start date for each cycle to be provided by Falkirk Council's designated Officer.

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

Quality criterion - Name: qualitative / Weighting: 30

Price - Weighting: 70

#### **II.2.6) Estimated value**

Value excluding VAT: £190,000

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

Start date

1 August 2024

End date

31 July 2028

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

## **II.2) Description**

### **II.2.1) Title**

Herbicides Treatment

Lot No

3

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

- 24453000 - Herbicides

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

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

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

Falkirk Council wishes to establish a framework agreement with suitably experienced contractors for the provision of a Herbicides

Treatment Service within the Falkirk Council Area of Operations.

The requirement will be for an initial full spray to be completed between the 1st May and 30th June annually over the term of the contract with an option of a second full spray between 1st August and 30th September annually at the discretion of the Authority. The Contractor is to allow in his price for treating all Urban Roads and Footpaths.

The contractor(s) shall carry out the spraying programme in an efficient manner all in accordance with the current provisions detailed in the Health & Safety at Work Act 1974 and The Control of Substances Hazardous to Health Regulation 2002 (COSHH) made under that Act, The Control of Pollution Act 1974, The Food and Environment Protection Act 1985 and The Control of Pesticides Regulations 1986 (amended 1997), The Water Act 1989, The Environmental Protection Act 1990, made under the Act.

Maps detailing the areas to be sprayed are located within the separately attached folder, (PS 259 24 - Lot 3 - Herbicide Area Maps).

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

Quality criterion - Name: qualitative / Weighting: 30

Price - Weighting: 70

#### **II.2.6) Estimated value**

Value excluding VAT: £180,000

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

Start date

1 August 2024

End date

31 July 2028

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

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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

It is a requirement of this tender that if the Bidder is UK based they must hold a valid registration with Companies House. Where the

Bidder is UK based but 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

Employer's (Compulsory) Liability Insurance = 10 Million GBP

Public Liability Insurance = 5 Million GBP

Product Liability Insurance = 5 Million GBP

Motor Insurance = 5 Million 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

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## **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 several operators

Envisaged maximum number of participants to the framework agreement: 15

#### **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

15 April 2024

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**

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

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

Date

15 April 2024

Local time

11:00am

Place

Falkirk

Information about authorised persons and opening procedure

Tender Opening Committee comprising Council Procurement Adviser

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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: March 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**

1. Bidders will be required to provide 2 examples from the past 3 years that demonstrate that they have the relevant experience to deliver the services/ supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

2. Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

3. Bidders will be required to confirm that they have systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

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

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

4. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent), or provide additional supportive information as detailed within Document 5 "PS 259 24 SPD (Scotland) Standardised Statements".

5. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with ISO 45001:2018 (or equivalent) or provide additional supportive information as detailed within Document 5 "PS 259 24 SPD (Scotland) Standardised Statements".

6. The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or provide additional supportive information as detailed within Document 5 "PS 259 24 (Scotland) Standardised Statements".

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=760271](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=760271).

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](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.

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:

All Contractors on the Framework whose cumulative level of spend is greater than 100k GBP during the term of the agreement will be required to provide at least one six-weeks (No.6) period of paid work experience. Thereafter, an additional six-week period will be required for every 100k GBP of spend recorded, as detailed within the table on page 32 of the ITT document . The contractor will be required to meet with Falkirk Council's Employment and Training Unit to discuss implementation prior to contract start.

(SC Ref:760271)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=760271](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=760271)

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

**VI.4.1) Review body**

Falkirk Sheriff Court and Justice of the Peace

Sheriff Court House Main Street Camelon

Falkirk

FK1 4AR

Country

United Kingdom