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Tender

Consultancy Services for Architectural Services 2024 - 2029

Orkney Islands Council

F02: Contract notice

Notice identifier: 2024/S 000-007914

Procurement identifier (OCID): ocids-h6vhtk-0447db

Published 12 March 2024, 4:30pm

The closing date and time has been changed to:

12 April 2024, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1 NY

Contact

Denise Link

Email

Denise.Link@orkney.gov.uk

Telephone

+44 1856873535

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369

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

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

Consultancy Services for Architectural Services 2024 - 2029

Reference number

OIC/PROC/1857

II.1.2) Main CPV code

- 71221000 - Architectural services for buildings

II.1.3) Type of contract

Services

II.1.4) Short description

Architectural Services as detailed within the contract documents.

II.1.5) Estimated total value

Value excluding VAT: £600,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71221000 - Architectural services for buildings
- 71000000 - Architectural, construction, engineering and inspection services
- 71200000 - Architectural and related services

- 71220000 - Architectural design services
- 71223000 - Architectural services for building extensions
- 71251000 - Architectural and building-surveying services

II.2.3) Place of performance

NUTS codes

- UKM65 - Orkney Islands

Main site or place of performance

The Orkney Islands which covers both the largest "mainland" island and also the outlying North and South isles (KW15 - KW17).

II.2.4) Description of the procurement

Architectural and design consultancy services on a range of projects, some of which are identified within the contract documents, along with a contingency amount that will be valued in accordance with the schedule.

II.2.5) Award criteria

Quality criterion - Name: Method Statement / Weighting: 20

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Fair Work Practices / Weighting: 0

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £600,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

24 month extension by mutual agreement.

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

The relevant Exclusion Criteria are included in the online SPD (Scotland) linked to this Contract Notice. The Exclusion Criteria of the SPD will be scored on a pass/fail basis from the point of view of the Authority. Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 8 and 9 of the the Procurement (Scotland) Regulations 2016.

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

The relevant Selection Criteria for Suitability are included in the online SPD (Scotland) module linked to this Contract Notice and will be assessed on a pass/fail basis from the point of view of the Authority.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant Selection Criteria for Turnover, Economic and Financial Standing are included in the online SPD (Scotland) module linked to this Contract Notice.

Minimum level(s) of standards possibly required

The minimum level(s) of standards required are stated in the online SPD (Scotland) module linked to this Contract Notice and will be assessed on a pass/fail basis from the point of view of the Authority.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant Selection Criteria for Technical and Professional Ability are included in the online SPD (Scotland) module linked to this Contract Notice.

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Architect - Royal Institute of British Architects (RIBA) or The Royal Incorporation of Architects in Scotland (RIAS) or equivalent.

III.2.2) Contract performance conditions

As set out within the Contract documents and supporting 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.1.8) 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

11 April 2024

Local time

12:00pm

Changed to:

Date

12 April 2024

Local time

12:00pm

See the [change notice](#).

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

11 April 2024

Local time

2:00pm

Place

PCS Postbox opening via Teams

Information about authorised persons and opening procedure

Three Officers with delegated authority.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract. The expenditure, work or effort undertaken by bidders prior to the award of the Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a

breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

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=760223.

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:760223)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=760223

VI.4) Procedures for review

VI.4.1) Review body

Kirkwall Sheriffs Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom