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Tender

Waste Transfer Station and Haulage Operations

East Lothian Council

F02: Contract notice

Notice identifier: 2025/S 000-008108

Procurement identifier (OCID): ocds-h6vhtk-04e9e9

Published 5 March 2025, 4:47pm

Section I: Contracting authority

I.1) Name and addresses

East Lothian Council

John Muir House

Haddington, East Lothian

EH41 3HA

Email

procurement@eastlothian.gov.uk

Telephone

+44 1620827827

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00181

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://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

Waste Transfer Station and Haulage Operations

Reference number

ELC-25-0448

II.1.2) Main CPV code

- 90500000 - Refuse and waste related services

II.1.3) Type of contract

Services

II.1.4) Short description

East Lothian Council is looking for a suitable qualified operator to provide a flexible and continuously improving waste management Service with the principal aims of facilitating the bulking, haulage and transfer of approximately 70,000 tonnes per annum of mixed municipal waste and a range of separately collected waste materials from Kinwegar Depot & Transfer Station, A199 Haddington Road, Wallyford, East Lothian, EH21 8JU ("Transfer Station") to a Licensed Waste Management Facility or other destination as directed by the Council.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90512000 - Refuse transport services

II.2.3) Place of performance

NUTS codes

- UKM73 - East Lothian and Midlothian

II.2.4) Description of the procurement

East Lothian Council is looking for a suitable qualified operator to provide a flexible and continuously improving waste management Service with the principal aims of facilitating the bulking, haulage and transfer of approximately 70,000 tonnes per annum of mixed municipal waste and a range of separately collected waste materials from Kinwegar Depot & Transfer Station, A199 Haddington Road, Wallyford, East Lothian, EH21 8JU ("Transfer Station") to a Licensed Waste Management Facility or other destination as directed by the Council.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

84

This contract is subject to renewal

Yes

Description of renewals

1 + 1 + 1

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

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

- Specimen copies of the paperwork used to satisfy the 'O' Licence requirements.
- Copies of Waste Carriers Registration
- Details (copies of) any other licences the supplier believes are relevant to the Contract
- Evidence where applicable of your VOSA score on the traffic light system as an OCRS Score dating back 5 years.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Financial Standing

A copy of your audited accounts or equivalent for the most recent 2 years (2 sets of signed, audited accounts), along with details of any significant changes since the last year end.

Minimum level(s) of standards possibly required

- Employers Liability insurance to the value of at least ten million pounds Sterling (GBP10,000,000) in respect of any one event.
- Public Liability insurance to the value of at least ten million pounds Sterling (GBP10,000,000) in respect of any one event.
- Motor Liability insurance for all vehicles used in the connection with the performance of this Contract, including:
 - Coverage for own vehicle with a minimum indemnity limit of GBP5,000,000 per occurrence.
 - Coverage for third-party property damage with a minimum indemnity limit of GBP 10,000,000 million per occurrence.

-Unlimited coverage for third-party personal injury, in compliance with the requirements of the Road Traffic Act.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Part 4C: Technical and Professional Ability – Prompt Payment

It is a mandatory requirement of this Contract that a prompt payment clause is present in all Contracts used in the delivery of the requirements. This ensures payment of sub-contractors at all stages of the supply chain within 30 days and includes an obligation to provide a point of contact for sub-contractors to refer to in the case of payment difficulties. This will require active monitoring of payment performance as well as the provision of evidence and reports to the Council on request or as contractually scheduled. Bidders should confirm that this condition will be met within the response to this question.

Part 4C: Technical and Professional Ability – Living Wage Payment

Tenderers are asked to confirm that they will pay staff that are involved in the delivery of the Contract, (including any agency or sub-contractor staff) directly involved in the delivery of the Contract, at least the real Living Wage.

Part 4C: Environmental Management Measures

Bidders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

A completed copy of “Schedule 8- Climate Change Plan” including planned projects and actions to reduce the bidder’s carbon emissions. This does not need to contain calculated carbon emissions. Please note this document is supplied as an individual document for completion. Where a Tenderer’s response is of a less than the acceptable standard, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Part 4D: Quality Assurance Schemes

It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health & Safety Policy which is approved at a senior level within the Organisation and is reviewed regularly. Bidders should confirm that this condition has been met within the response to this question. Where a Bidder does not have a Health & Safety Policy and is required to do so, the Council may exclude the Bidder from the competition.

It is a mandatory requirement that Tendering Organisations have in place a Business Continuity Policy which is approved at a senior level within the Organisation and is reviewed regularly. Bidders should confirm that this condition has been met within the response to this question. Where a Bidder does not have a satisfactory Business Continuity Policy, the Council may exclude the Bidder from the competition or require amendments to the policy to be made.

Part 4D: Environmental Management

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

2. The bidder must have the following:

a. A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent.

(Please refer to the ITT document for further details).

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

East Lothian Council Terms and Conditions.

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

Date

7 April 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

7 April 2025

Local time

12:00pm

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

Prevention of Organised Crime and Fraud

As part of this tender process therefore, details provided in the tender by the tenderers may be passed to Police Scotland to be checked.

Community Benefits

This Contract includes an obligation for the delivery of Community Benefits once the aggregate spend with the Council reaches GBP 50,000 in any financial year. The Community Benefits information included in the Tender documentation outlines the Community Benefits that the Council is seeking as part of this Contract.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28649. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Not applicable

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:

This Contract includes an obligation for the delivery of Community Benefits [once the aggregate spend with the Council reaches GBP 50,000 in any financial year. The Community Benefits information included in the Tender documentation outlines the Community Benefits that the Council is seeking as part of this Contract.

(SC Ref:791595)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Court

Edinburgh

Country

United Kingdom