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Tender

West of Scotland Housing Association - Legal Services Tender

West of Scotland Housing Association Ltd

F02: Contract notice

Notice identifier: 2023/S 000-008192

Procurement identifier (OCID): ocds-h6vhtk-03b4cc

Published 21 March 2023, 3:32pm

Section I: Contracting authority

I.1) Name and addresses

West of Scotland Housing Association Ltd

40 Barrowfield Drive, Camlachie

Glasgow

G40 3QH

Email

jennifer.cairns@westscot.co.uk

Telephone

+44 1415505600

Fax

+44 1415505601

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.westscot.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12345

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

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

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

West of Scotland Housing Association - Legal Services Tender

II.1.2) Main CPV code

- 79140000 - Legal advisory and information services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of Legal Services to West of Scotland Housing Association and its subsidiaries.

II.1.5) Estimated total value

Value excluding VAT: £310,000

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

Procurement, Construction, Acquisitions, Litigation & Property Conveyancing

Lot No

1

II.2.2) Additional CPV code(s)

- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

40 Barrowfield Drive, Glasgow

II.2.4) Description of the procurement

Provision of Legal Services for the following categories:

Procurement, Construction, Acquisitions, Litigation & Property Conveyancing

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

A further 1 plus 1 year extension

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) Description

II.2.1) Title

Housing and Estate Management which includes Factoring & Mid Market Rent

Lot No

2

II.2.2) Additional CPV code(s)

- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

40 Barrowfield Drive, Glasgow

II.2.4) Description of the procurement

Provision of legal services for the following categories:

Housing and Estate Management which includes Factoring & Mid Market Rent

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Further 1 plus 1 year extension

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) Description

II.2.1) Title

Governance, Financial Management, Employment/HR and Charity

Lot No

3

II.2.2) Additional CPV code(s)

- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

40 Barrowfield Drive, Glasgow

II.2.4) Description of the procurement

Provision of Legal services for the following categories:

Governance, Financial Management, Employment/HR and Charity

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

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Yes

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Further 1 plus 1 year extension

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

Firms require to be members of the Law Society Scotland.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Selection Criteria will be included in the SPD Scotland Module.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Selection criteria will be included in the SPD module

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

Firms must be registered with the Law Society Scotland

III.2.2) Contract performance conditions

Detailed in tender documents

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

21 April 2023

Local time

12:00pm

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

21 April 2023

Local time

12:00pm

Place

Glasgow

Information about authorised persons and opening procedure

Tenders will be unlocked by officers who are not involved in the scoring of the tenders and the price documents will be removed for quality scoring.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

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=726648.

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.

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:

Details are included in the tender documents

(SC Ref:726648)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=726648

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

Glasgow

Country

United Kingdom