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Tender

## **Removals and Storage Framework Agreement**

West Lothian Council

F02: Contract notice

Notice identifier: 2025/S 000-008219

Procurement identifier (OCID): ocds-h6vhtk-04ea26

Published 6 March 2025, 2:32pm

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

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

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### **Contact**

Elisabeth Plant

#### **Email**

[Elisabeth.Plant@westlothian.gov.uk](mailto:Elisabeth.Plant@westlothian.gov.uk)

#### **Fax**

+44 1506281325

**Country**

United Kingdom

**NUTS code**

UKM78 - West Lothian

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00140](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140)

**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

<https://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

<https://www.publictendersscotland.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**

Removals and Storage Framework Agreement

Reference number

CC14006

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

- 63120000 - Storage and warehousing services

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

Services

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

When an individual or a family group present as homeless, the council has a legal duty under the Housing Scotland Act (1987) to provide services to remove and/or store furniture and personal belongings for clients. Due to the nature of the works involved in providing the service, the council cannot provide this service in house and therefore need to outsource this requirement and appoint a suitably experienced supplier to provide the service on behalf of the council.

#### **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**

Removals and Storage Framework Agreement - Lot One (Domestic Removals and Storage)

Lot No

1

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

- 63120000 - Storage and warehousing services

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

NUTS codes

- UKM78 - West Lothian

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

The nature of the work involved will vary depending on the nature of the request to remove and store items but will cover situations such as homelessness, decants for improvement works to be carried out and other ad hoc situations such as abandonments and other routine tenancy changes.

We seek to appoint one supplier to this lot.

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

Quality criterion - Name: Technical / Weighting: 25

Price - Weighting: 75

### **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

Contract will have a 12 month extension available.

### **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**

Removals and Storage Framework Agreement - Lot Two (House to House Moves)

Lot No

2

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

- 63121100 - Storage services
- 63120000 - Storage and warehousing services

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

NUTS codes

- UKM78 - West Lothian

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

The Authority may use this framework to move a tenant's furniture to a more suitable tenancy due to the house being unsuitable due to personal needs. The framework may also be used when the Authority needs to decant a tenant to a different property due to remedial or emergency repairs. In these situations, the tenant's belongings may either be required to be stored or moved to another property dependant on the situation. In the event that belongings are required to be stored in a storage facility, this service will be covered under

Lot 1 of this framework agreement.

We seek to appoint 3 suppliers to this lot.

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

Quality criterion - Name: Technical / Weighting: 25

Price - Weighting: 75

### **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 12 month extension shall be available.

### **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**

Removals and Storage Framework Agreement - Lot Three (Large Office and School Moves

Including Crate Hire)

Lot No

3

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

- 63121100 - Storage services
- 63120000 - Storage and warehousing services

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

NUTS codes

- UKM78 - West Lothian

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

This lot is for non-residential properties only and will include office buildings, schools, community centres and other location within the Authority's property portfolio. The service will include removal of office furniture, including the supply of storage boxes and crates, from Authority buildings and transport these to another area of the same building or to a different property.

We seek to appoint three suppliers to this lot.

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

Quality criterion - Name: Technical / Weighting: 25

Price - Weighting: 75

### **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

12 Month extension shall be available.

#### **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

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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

#### **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.2.6) 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

7 April 2025

Local time

12:00pm

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## **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 58327. For more information see:

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

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:

West Lothian Council is committed to maximising Community Benefits from its procurement activities in order to build economic, social or environmental conditions into the delivery of council contracts.

In the In the tender submission, suppliers will be required to detail any social, economic and environmental benefits associated with contract performance during the contract term in the event of their appointment.

(SC Ref:792587)

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

### **VI.4.1) Review body**

Livingston Sheriff Court

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

Country

United Kingdom