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Tender

Measured Term Contract for Servicing and Installation of Mechanical Installations at West Dunbartonshire Non Domestic Properties

West Dunbartonshire Council

F02: Contract notice

Notice identifier: 2024/S 000-008318

Procurement identifier (OCID): ocds-h6vhtk-0448ea

Published 15 March 2024, 9:44am

Section I: Contracting authority

I.1) Name and addresses

West Dunbartonshire Council

16 Church Street

Dumbarton

G82 1QL

Email

corporate.procurement@west-dunbarton.gov.uk

Telephone

+44 1389737000

Country

United Kingdom

NUTS code

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Internet address(es)

Main address

<http://www.west-dunbarton.gov.uk/business/suppliers/procurement/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153

I.3) Communication

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

https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/toolkit/negotiation/tnd/taskWorkflowList.do?tenderCode=tender_99813&showArchive=false

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/esop/toolkit/negotiation/tnd/taskWorkflowList.do?tenderCode=tender_99813&showArchive=false

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

Measured Term Contract for Servicing and Installation of Mechanical Installations at West Dunbartonshire Non Domestic Properties

Reference number

Project_24663

II.1.2) Main CPV code

- 50710000 - Repair and maintenance services of electrical and mechanical building installations

II.1.3) Type of contract

Services

II.1.4) Short description

West Dunbartonshire Council is seeking to appoint a suitable qualified and experienced contractor to undertake servicing and maintenance of Mechanical Installations at West Dunbartonshire non Housing Properties-Operational & Administrative Council Properties. Including the provision of associated reports, certification, etc

II.1.5) Estimated total value

Value excluding VAT: £748,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50712000 - Repair and maintenance services of mechanical building installations
- 44621200 - Boilers
- 45333000 - Gas-fitting installation work

- 45333100 - Gas regulation equipment installation work
- 50720000 - Repair and maintenance services of central heating
- 50531100 - Repair and maintenance services of boilers

II.2.3) Place of performance

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

II.2.4) Description of the procurement

The purpose of the tender is to appoint an experienced and qualified contractor to deliver a Measured Term Contract (MTC) for Servicing and Maintenance of Mechanical Installations at West Dunbartonshire Non Housing Properties -Operational & Administrative Council Properties.

The contract will consist of 24-hour 365 days emergency response service in accordance with the priority schedule detailed in the contract document to enable emergency work to be carried out in compliance with the Contract Conditions.

Contract duration shall be 24 months with a provision for a possible extension of 24 months and subject to the sole discretion of the Council.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery/Methodology / Weighting: 40

Quality criterion - Name: Staffing Project Team Structure / Weighting: 20

Quality criterion - Name: Business Continuity, Phase Out and Exit Strategy / Weighting: 20

Quality criterion - Name: Social Benefits / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Contract is 24 months with the possibility of a 24 month 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

List and brief description of conditions:

For the purposes of this Contract, the Contractor and/or Sub Contractor (including operatives) will be required to be a Gas Safe approved contractor (with appropriate registration for working) and have competent technicians working on oil appliances

Evidence of which will be requested during the tender period.

Section 4A.2, 4A.2.1 4A.2.2 and 4A.2.3 of the SPD

III.1.2) Economic and financial standing

List and brief description of selection criteria

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 or Regulations 8&9 of the Procurement (Scotland) Regulations 2016.

Minimum level(s) of standards possibly required

4B.1, & 4B.2 Turnover - tenderers should complete section 4B1.1 and 4B2.1 detailing the last 3 years turnover of greater than two times the annual value of contract on offer est. 187,000 GBP, therefore a turnover of 374,000 GBP is required.

4B.4 Ratios - a Pass in any two of the three ratios as an overall Pass for Economic and Financial standing .

- (Ratio 1) Acid Test – (Current Assets-stock)/Current Liabilities. To pass the Acid Test Ratio question the bidder must have a score of

greater than 1.

- (Ratio 2) Return on Capital Employed % – Profit/Capital employed. To pass this question the Council require the bidder to score a

positive figure/Percentage.

- (Ratio 3) Current Ratio – Current Assets/Liabilities. To pass this question the Council require the bidder to achieve a score of greater than

1.

WDC will use template WD09 - WDC Financial Vetting Questionnaire v2, it is recommended that bidders review their own ratio scores in advance of submitting their tender. In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee WD04 - Parent Company Guarantee refers. Should after review of the financial evaluation of tenderer fail, then the tender

submission may be rejected.

Insurance

It is a requirement of this contract that tenderers hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

4B.5.1-Employers Liability Insurance - 10 million GBP required

4B5.2-Public Liability Insurance - 10 million GBP each required

All Risk Insurance in line with clause 6.9 and 6.11 of the contract documents.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD questions:

4C.1.2,& 4C.10.

4D.1

These question will be scored in line with “Evaluation Methodology” as detailed in WD01 however a minimum “pass” threshold of 2 acceptable(50%) must be achieved or the tenderer will have failed to meet the Councils requirements and therefore will not progress to stage 2 “award criteria (Technical & Commercial envelopes)

Minimum level(s) of standards possibly required

- 4C.1.2, Bidders are required to provide 2 examples that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of this Contract Notice or the relevant section of the Site Notice.

The Council reserves the right to contact any or all of the companies provided in previous works examples to ascertain performance and visit their premises, candidates should ensure that companies listed would be willing to discuss the candidates performance with the Council.

- Bidders are required to confirm details of the technicians or technical bodies who they can call upon, especially those responsible for quality control.

-4C.10, Bidders will be required to confirm whether they intend to subcontract and, if so, what proportion of the contract.

If you intend to subcontract any share of the contract to third parties on whose capacity you do not rely to satisfy the selection criteria, you

must secure that each subcontractor completes a separate ESPD (Scotland) Response for all Parts of the ESPD (Scotland) Qualification

Envelope, except Part 4.

Q4D.1 Mandatory Pass/Fail Question – Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS

ENISO 9001 (or equivalent),

OR

2. The bidder can demonstrate an equivalent.

Q4D.1 Mandatory Pass/Fail Question –Health & Safety

1. The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS

OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a related scheme in

registered membership of the Safety Schemes in Procurement (SSIP) forum.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

A set of Key Performance Indicators (KPI's) will be used to manage the contracts and monitor performance. These are detailed below as a minimum. Additional KPI's may be agreed at pre-contract start meeting or at any time during the contract period:

- Invoice/Claim Accuracy
- Complaints
- Management Information
- Completion of Works
- Timescales
- Innovation/Improvement
- Social Benefits/Community Benefits

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

16 April 2024

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

Tender must be valid until: 16 April 2024

IV.2.7) Conditions for opening of tenders

Date

16 April 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Contract will be for 2 years plus a potential 2x 12 month extension.

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 50781. 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:

Community Benefits will be as per the WD19 Document

(SC Ref:742821)

VI.4) Procedures for review

VI.4.1) Review body

Dumbarton Sheriff and Justice of the Peace Court

Dumbarton

G82 1QQ

Country

United Kingdom