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Contract

## **Man-Guarding and Patrol Security - Stirlingshire**

Historic Environment Scotland

F03: Contract award notice

Notice identifier: 2024/S 000-009561

Procurement identifier (OCID): ocids-h6vhtk-040710

Published 25 March 2024, 11:22am

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

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

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

## **Internet address(es)**

Main address

<http://historiconvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

## **I.4) Type of the contracting authority**

National or federal Agency/Office

## **I.5) Main activity**

Other activity

Conservation, Heritage, Tourism and Built Environment

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Man-Guarding and Patrol Security - Stirlingshire

Reference number

HES/C/4228

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

- 75241000 - Public security services

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

Services

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

Historic Environment Scotland have a requirement for man guarding at Stirling Castle and Security Patrols at various sites within the Stirlingshire area, including keyholding and responding to fire and intruder alarms.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £107,625 / Highest offer: £735,341 taken into consideration

### **II.2) Description**

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

- 79710000 - Security services

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

NUTS codes

- UKM - Scotland

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

Historic Environment Scotland have a requirement for man guarding at Stirling Castle and Security Patrols at various sites within the Stirlingshire area, including key-holding and responding to fire and intruder alarms.

The current sites are listed below, however HES reserves the right to add or remove sites as required during the contract period.

- Stirling Castle
- Mar's Wark
- Argyll's Lodging
- The Engine Shed

- Skills centre
- Central Stores
- Clan & Craft Shop (Whitehouse)

The following properties must be visited once a night between 7pm and 1am at variable times  
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- Mar's Wark
- Argyll's Lodging
- The Engine Shed
- Central Stores

The successful Service Provider will supply a time logging system at their own expense and the security guard will be required to log every site visit. The positioning of any devices on site will be agreed on site with Historic Environment Scotland.

During these visits the guards will ensure that all doors, windows & gates are locked fast that there are no signs of intruders or that any vandalism has taken place.

Minor items of damage must be reported to Historic Environment Scotland by 9am the following morning followed by an email detailing the damage. Contact details will be provided upon award of the contract.

Serious damage or any intrusion must be reported immediately to the Police and then to the Historic Environment Scotland on Call Officer. A report must be provided to Historic Environment Scotland by email or another electronic format. Contact details will be provided upon award of the contract.

Keys will be provided to allow guards to gain access to storage areas. The successful service provider will be responsible for their safe keeping.

Any cost incurred by having to replace lost keys will be charged back to the Service Provider, where the Service Provider was responsible. Under no circumstances shall there be unauthorised cutting of any keys provided.

As part of existing security measures, and in order to maximise safety within its estate, Historic Environment Scotland require a Manned Guarding Service at Stirling Castle.

The Security Guard hours for Stirling Castle is for 2 guards overnight and to arrive 30

minutes before closing. The requirement is for 365 days a year. 24-hour cover Christmas Day and Boxing Day and until 11am on New Year's Day.

The guards will be required to patrol the Castle every 60 mins throughout the night.

The successful Service Provider will supply a time logging system at their own expense and the security guard will be required to log every visit to specified areas within the Castle. The positioning of any devices on site will be agreed on site with HES.

A detailed monthly report must be provided from the successful Service Provider giving times of all visits carried out for each property and a summary of all reported incidents with photographic attachments. This must be submitted with the monthly invoice. No payment will be made until the report is received, which must be sent in electronic format.

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

### **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.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-028949](#)

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## **Section V. Award of contract**

### **Contract No**

HES/C/4228

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

21 March 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 12

Number of tenders received from SMEs: 9

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 12

Number of tenders received by electronic means: 12

The contract has been awarded to a group of economic operators: No

### **V.2.3) Name and address of the contractor**

Profile Security

Buchanan Business Park, Stepps

Glasgow

G33 6HZ

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

### **V.2.4) Information on value of contract/lot (excluding VAT)**

Lowest offer: £107,625 / Highest offer: £735,341 taken into consideration

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Please note HES will not sign up to supplier's T&Cs. If there are any concerns around HES's T&Cs these should be brought up in your tender response. We cannot negotiate at point of award.

(SC Ref:761927)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

Edinburgh

Country

United Kingdom