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Tender

Maintenance and Servicing Contract for Automatic Air Monitoring Equipment

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2023/S 000-009893

Procurement identifier (OCID): ocids-h6vhtk-03bca5

Published 5 April 2023, 10:09am

Section I: Contracting authority

I.1) Name and addresses

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

Contact

Fiona Maguire

Email

maguiref@northlan.gov.uk

Telephone

+44 1698302413

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010

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/pts-host/public/pts/web/login.html>

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/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Maintenance and Servicing Contract for Automatic Air Monitoring Equipment

Reference number

NLC-CPT-22-156

II.1.2) Main CPV code

- 90731100 - Air quality management

II.1.3) Type of contract

Services

II.1.4) Short description

North Lanarkshire Council wish to seek a competent supplier for maintenance of Air Quality Monitoring Equipment.

The works comprise of the maintenance and servicing of air quality monitoring equipment including ancillary equipment, as contained within ITT Schedule 1.

All services will be carried out within the boundaries of North Lanarkshire and mainly within the Air Monitoring Stations. These locations are subject to change but will remain within North Lanarkshire.

This procurement exercise is being carried out as a single lot to appoint one supplier to manage all equipment.

Full details of the requirements / specification of the contract can be found within the ITT located in the PCS-Tender System.

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

North Lanarkshire

II.2.4) Description of the procurement

North Lanarkshire Council wish to seek a competent supplier for maintenance of Air Quality Monitoring Equipment.

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This procurement exercise is being carried out as a single lot to appoint one supplier to manage all equipment.

Full details of the requirements / specification of the contract can be found within the ITT located in the PCS-Tender System.

II.2.5) Award criteria

Quality criterion - Name: Personnel / Weighting: 10

Quality criterion - Name: Maintenance and Servicing / Weighting: 15

Quality criterion - Name: Data and Communications / Weighting: 15

Quality criterion - Name: Call Outs and Equipment Support / Weighting: 15

Quality criterion - Name: Fair Work First / Weighting: 2.50

Quality criterion - Name: Community Benefits Methodology / Weighting: 2.50

Price - Weighting: 40

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

Duration in months

72

This contract is subject to renewal

Yes

Description of renewals

36 Months Initial

+

24 Months Optional

+

12 Months Optional

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

SPD (Scotland) 4A.1 - Bidders must be registered or enrolled in the relevant trade register kept in the Member State of its establishment (as described in Schedule 5 of the Public Contracts (Scotland) regulations 2015.

SPD (Scotland) 4A.1 - Within the Qualification Envelope, Bidder's should provide a response confirming that they are on a relevant trade register i.e. Companies House and provide their Company Registration Number.

Bidders identified for appointment to the contract may be required to provide evidence that demonstrates they are registered on Companies House.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The acceptable range for Acid Test financial ratio is the bidders most recent financial year where fully audited accounts are available.

The Acid Test financial ratio will be calculated as follows:

$$\frac{\text{Liquid Assets (Cash and Cash Equivalents + Marketable Securities + Accounts Receivable)}}{\text{Current Liabilities}} --$$

SPD (Scotland) 4B.5 - It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- Employer's (Compulsory) Liability Insurance - minimum 10m GBP (TEN MILLION POUNDS STERLING) for each and every claim
- Public Liability – minimum 5m GBP (FIVE MILLION POUNDS STERLING) for each and every claim
- Product Liability – minimum 5m GBP (FIVE MILLION POUNDS STERLING) in the

aggregate

Minimum level(s) of standards possibly required

SPD (Scotland) 4B.4 - The Acid Test (or Quick Ratio) compares a company's most short-term assets to its most short-term liabilities to see if a company has enough cash to pay its immediate liabilities, such as short-term debt. The Acid Test ratio disregards current assets that are difficult to liquidate quickly such as inventory.

Within the Qualification Envelope, the bidder should state their Acid Test ratio score (using the calculation above) for their most recent financial year where fully audited accounts are available.

Bidders who fail to provide a response to this question or fail to achieve an Acid Test ratio score of 1.00 or above within their Tender may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4B.5 - Within the Qualification Envelope, bidder's should confirm whether or not they:

- have the required minimum levels of insurance,

- do not have the required minimum levels of insurance but commit to obtaining required levels of insurance if successful in being appointed to the contract,

- do not have required minimum levels of insurance and do not commit to obtaining required levels of insurance,

or

- are exempt from requiring the minimum levels of insurance required by the Council.

Bidders that do not have required minimum levels of insurance and do not commit to obtaining required levels of insurance may be assessed as a FAIL and be excluded from the Procurement.

Bidders who fail to provide a response to this question within their Tender may be assessed as a FAIL and be excluded from the Procurement.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD (Scotland) 4C.2 - Bidders will be required to provide examples of services carried out in the past three years that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

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

Minimum level(s) of standards possibly required

SPD (Scotland) 4C.2 - Bidders should provide a minimum of one (1) example of contractual arrangements they have held over the past three (3) years which best demonstrates their relevant experience to deliver requirements within the contract which were similar in regard to scope, scale, and duration.

Within the Qualification Envelope, the bidder should provide a minimum of one (1) example fully inclusive of the name of the contractual arrangement, a brief Description of the requirements, the duration of the contractual arrangement (including start and end dates (month /year) and the overall value.

Bidders who fail to provide suitable examples of the same scope, scale, and duration of the contract may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4C.10 – Bidders should confirm whether they intend to subcontract any part of the contract and if so, what proportion will be sub-contracted. Bidders who fail to demonstrate the percentage of works to be sub-contracted may be assessed as a FAIL and be excluded from the Procurement.

If sub-contracting large elements of the contract the Council may seek assurances in the form of additional information requests linked to the SPD from sub-contractors.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

See annex 1

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

9 May 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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

9 May 2023

Local time

12:00pm

Place

North Lanarkshire

Information about authorised persons and opening procedure

Corporate Procurement Team

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: January 2029

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

Tenderers are encouraged to review and familiarise themselves with the ITT document located within the Supplier Attachment Area of the PCS Tender System prior to submitting a Tender.

Bidders must complete the SPD (Scotland) within the Qualification Envelope of the PCST System as part of their submitted Tender.

Further to Section III of this contract notice, the following minimum criteria will also apply:

Part II – Information Concerning the Bidder

A: Information About the Bidder;

B: Information About Representatives of the Bidder;

C: Information About Reliance on the Capacities of Other Entities; and

D: Information Concerning Sub-contractors on Whose Capacity the Bidder Does Not Rely.

Minimum level(s) of standards required:

The information required in Part II of the SPD (Scotland) is for information only and therefore will not be assessed however the Councils may choose not to select a Bidder that cannot provide basic company information.

Bidders should ensure that they submit appropriate SPD (Scotland) completed by other members of the group, if they are bidding as part of a group, others on whose capacity they rely, and known subcontractors on whose capacity they do not rely on, to satisfy any aspect of the SPD (Scotland).

Part III – Exclusion Grounds

Minimum level(s) of standards required:

Bidders will be assessed as a FAIL and will be excluded from the Procurement if they detail that they are in any of the situations referred to in regulation 7 to 13 assessed in accordance with regulation 58 of the Public Contracts (Scotland) Regulations 2015

Part VI – Concluding statements

Minimum level(s) of standards required:

Bidders unable to complete this part of the SPD (Scotland) may be excluded from the Procurement.

All Tenderers must complete the required Qualification and Technical Envelope, and the Technical and Commercial Envelopes within the PCS-T System as instructed.

Late Tenders will not be considered under any circumstances.

The Council will not provide additional notification to any Bidder of the rejection of a late Tender.

For the avoidance of any doubt, automated messages confirming receipt of a Tender should not be taken to imply acceptance of it by the Council.

The complete Tender (complete with SPD (Scotland)) should be submitted in accordance with the instructions given with the Form of Tender signed by an authorised representative i.e. company director or secretary (as registered within Companies House) or by a person

authorised by the Bidder to do so.

The Council reserves the right to exclude any unclear, erroneous, qualified and / or incomplete Tenders received.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23792. 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:

A summary of the expected community benefits has been provided as follows:

Tenderers should refer to Annex 2 of the ITT Document located within the PCS-T System for further information on the Councils Community Benefit expectations.

(SC Ref:709514)

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23792. 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:

See Annex 2

(SC Ref:728294)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Email

hamilton@scotcourts.gov.uk

Telephone

+44 1698282957

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/hamilton-sheriff-court>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session.