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Tender

## **Dog Kenneling Services**

Caerphilly County Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-010230

Procurement identifier (OCID): ocds-h6vhtk-044e15

Published 28 March 2024, 11:21am

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

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

Caerphilly County Borough Council

Penallta House

HENGOED

CF82 7PG

#### **Contact**

Rhys James

#### **Email**

[jamesrm1@caerphilly.gov.uk](mailto:jamesrm1@caerphilly.gov.uk)

#### **Telephone**

+44 1443863062

#### **Country**

United Kingdom

**NUTS code**

UKL16 - Gwent Valleys

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0272](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0272)

**I.3) Communication**

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

<https://supplierlive.proactisp2p.com/account/login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/account/login>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://supplierlive.proactisp2p.com/account/login>

**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**

Dog Kenneling Services

Reference number

CCBC/PS2561/24/RJ

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

- 98380000 - Dog kennel services

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

Services

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

Tenders are invited for a Contract on behalf of Caerphilly County Borough Council (the Council) to provide Dog Kenneling Services to Stray Dogs and Dogs seized during investigations into Welfare concerns.

The procurement process for this arrangement will follow a two-stage, Open Procedure. Tenderers will be required to pass the selection stage response before the award criteria response will be considered.

The tender shall be split in to two lots and you may apply for Lot 1 only or Lot 2 only or both lots available.

The Contract will not be for any fixed quantity and the requirements cannot be guaranteed for such items listed in the Tender Documentation as the Council may require other services from time to time and number of dogs will be wholly dependent on circumstance at any given time.

#### **II.1.5) Estimated total value**

Value excluding VAT: £250,000

#### **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**

Dog Kenneling Services

Lot No

1

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

- 98380000 - Dog kennel services

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

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Caerphilly County Borough

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

This lot relates to the provision of dog kennels for the housing of stray dogs seized by or received by Caerphilly County Borough Council under the provisions of the Environmental Protection Act 1990 and other legislation as appropriate relating to the seizure of stray dogs.

Dogs shall be held in accordance with the regulations and terms laid out in the specification

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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

The renewal of the contract shall be inline with the councils procedure for renewals

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Any other services related to the contract as detailed

#### **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**

Transportation and Storage of Seized Dogs

Lot No

2

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

- 98380000 - Dog kennel services

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

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Caerphilly County Borough

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

This lot is for the transportation and storage of dogs that are seized when officers from Trading Standards investigate a person/s or company and the removal of animals is necessary as part of those investigations.

All conditions and terms are set out in the tender documentation.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **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

The contract shall be renewed in line with the councils policy for renewals

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Any other associated services linked to the tender subject

#### **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 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

This is detailed in the Invitation To tender Document

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

This is detailed in the Invitation To tender Document

#### **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

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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.2.2) Time limit for receipt of tenders or requests to participate**

Date

29 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**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

29 April 2024

Local time

2:00pm

Place

Via online e-tender portal



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## **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 reviewed in line with the councils policy for renewals

### **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**

PLEASE NOTE REGISTERING AN INTEREST IN THE SELL2WALES NOTICE IS NOT REGISTERING AN INTEREST IN THIS TENDER YOU MUST FOLLOW THE INSTRUCTIONS BELOW IN ORDER TO SUBMIT A TENDER:

1. Log in to the Proactis Supplier Portal at:  
<https://supplierlive.proactisp2p.com/Account/Login> ;
2. Click the 'Sign Up' option on the Portal homepage (If already registered go to point 11);
3. Enter your correct Organisation Name, Details and Primary Contact Details;
4. Make a note of the Organisation ID and User Name, then click 'Register';
5. You will then receive an email from the system asking you follow a link to activate your account;
6. Enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details;
7. In the Classification section ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice, it is essential that only CPV Codes specific

to your organisation are added to your profile;

8. Buyer Selection — At this stage you are required to indicate which Buyer Organisations you would like to register with. Remember to register with Caerphilly this ensures that you will be alerted to all relevant opportunities;

9. Terms and Conditions — Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage;

10. Insert a password for the admin user and repeat it. The password Must be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed select 'Complete Registration' and you will enter the Supplier Home page;

11. From the Home Page, go to the 'Opportunities' icon, all current opportunities will be listed.

Click on the blue arrow under the field 'Show Me' of the relevant opportunity then click to register your interest on the applicable button;

12. Refresh your screen by clicking on the opportunities icon located on the left hand side, to view the opportunity click the blue arrow;

13. Note the closing date for completion of the relevant project. To find all available documentation drop-down the 'Request Documents' option and click to download all documents;

14. You can now either complete your response or 'Decline' this opportunity.

All queries are to be made via the messaging system on the Proactis portal. We will not accept any questions/queries via telephone/email.

A supplier guide is available via the portal detailing how to use the Proactis Plaza system.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=140340](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=140340).

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Social Value will be included as per the ITT

(WA Ref:140340)

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom