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Tender

Provision of a Confidential Waste Service

Dumfries and Galloway Council

F02: Contract notice

Notice identifier: 2021/S 000-010422

Procurement identifier (OCID): ocds-h6vhtk-02b027

Published 12 May 2021, 1:34pm

Section I: Contracting authority

I.1) Name and addresses

Dumfries and Galloway Council

Procurement Team, Carruthers House

Dumfries

DG1 2HP

Email

Rebecca.Scott3@dumgal.gov.uk

Telephone

+44 3033333000

Country

United Kingdom

NUTS code

UKM92 - Dumfries & Galloway

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00219

I.3) Communication

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

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

www.publictendersscotland.publiccontractsscotland.gov.uk

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

Provision of a Confidential Waste Service

Reference number

DGT/1325/21

II.1.2) Main CPV code

- 90500000 - Refuse and waste related services

II.1.3) Type of contract

Services

II.1.4) Short description

Dumfries and Galloway Council is looking to procure the services of a suitably accredited supplier for the secure destruction of confidential paper waste from Council premises.

The successful supplier shall provide a scheduled off-site shredding service plus an additional ad-hoc service with on-site and off-site shredding options. The successful supplier shall also supply secure confidential waste consoles, confidential waste sacks and secure wheelie bin

II.1.5) Estimated total value

Value excluding VAT: £220,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland
- UKM92 - Dumfries & Galloway

II.2.4) Description of the procurement

Dumfries and Galloway Council are seeking to procure the services of a suitably accredited supplier for the secure destruction of confidential paper waste from Council

premises.

The successful supplier shall provide a scheduled off-site shredding service plus an additional ad-hoc service with on-site and off-site shredding options. The successful supplier shall also supply secure confidential waste consoles, confidential waste sacks and secure wheelie bins.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

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

a 1 year extension period at the sole discretion of Dumfries and Galloway Council.

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

Membership of British Security Industry Association Information Destruction Section.

Accredited to the BS EN 15713:2009 standard for Secure Destruction of Confidential Material

All employees screened to BS7858:2012 - Security Screening

ISO 14001 or equivalent – Environmental Management Systems

ISO 9001 or equivalent – Quality Management Systems

OHSAS 18001 or equivalent - Health & Safety Management System

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

As detailed in tender documents.

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

14 June 2021

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

14 June 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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 39185.
For more information see:

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

(SC Ref:651442)

VI.4) Procedures for review

VI.4.1) Review body

Dumfries Sheriff Court

Dumfries

Country

United Kingdom