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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=AA0021

### 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**