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Tender

## **Provision of a Confidential Waste Service**

Dumfries and Galloway Council

F02: Contract notice

Notice identifier: 2021/S 000-010430

Procurement identifier (OCID): ocds-h6vhtk-02b02f

Published 12 May 2021, 2:15pm

### **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](mailto: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](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](http://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](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

## **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**

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

- 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

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

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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

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

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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

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

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## **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 18432. For more information see:

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

(SC Ref:653770)

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

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

Dumfries Sheriff Court

Dumfries

Country

United Kingdom