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Tender

## **Irvine Housing Association Repairs and Maintenance Contract**

Irvine Housing Association

F02: Contract notice

Notice identifier: 2021/S 000-010849

Procurement identifier (OCID): ocds-h6vhtk-02b1d2

Published 17 May 2021, 2:34pm

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

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

Irvine Housing Association

44-46 Bank Street

Irvine, Ayrshire

KA12 0LP

#### **Email**

[Procurement@riverside.org.uk](mailto:Procurement@riverside.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM9 - Southern Scotland

#### **Internet address(es)**

Main address

<https://www.irvineha.co.uk>

Buyer's address

<https://riversource.wax-live.com/S2C/>

### **I.3) Communication**

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

<https://riversource.wax-live.com/S2C/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://riversource.wax-live.com/S2C/>

Tenders or requests to participate must be submitted to the above-mentioned address

### **I.4) Type of the contracting authority**

Body governed by public law

### **I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Irvine Housing Association Repairs and Maintenance Contract

Reference number

1066

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

- 45000000 - Construction work

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

Works

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

Irvine Housing Association is seeking expressions of interest from suitably qualified and experienced service providers for the delivery of responsive repairs, void property works and aids and adaptations works to its c. 2,300 properties under a TPC 2005 (as amended). The contract will be awarded to a single service provider and run for an initial period of 10 years with the option to extend it by up to five years to a total Contract Term of 15 years. The contract will have provision to include additional workstreams over the Contract Term, including (but not limited to) kitchen and bathroom, window and door, adaptations, electrical and fencing works.

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

Value excluding VAT: £21,000,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UKM9 - Southern Scotland

Main site or place of performance

Ayrshire, Dumfries and Galloway

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

Irvine Housing Association is seeking expressions of interest from suitably qualified and experienced service providers for the delivery of responsive repairs, void property works and aids and adaptations works under a TPC 2005 (as amended). The contract will be awarded to a single service provider and run for an initial period of 10 years with the option to extend it by up to five years to a total Contract Term of 15 years. The contract will have provision to include additional workstreams over the Contract Term, including (but not limited to) kitchen and bathroom, window and door, electrical, fencing, adaptations, cyclical decorating, FRA and associated remedial works, asbestos removal and roofing works. The appointed contractor will be required to have a robust ICT solution for the delivery of the service and management and transfer of data, and to deliver high levels of customer satisfaction, robust management of complaints and provide mechanisms for customer engagement and customer insight analysis that result in service improvements and delivery of community benefits.

This procurement is being run using a three-stage 'Competitive Dialogue' procedure under the Procurement Scotland Regulations. For further information please refer in particular to: Regulations 58 and 59 of The Public Contracts (Scotland) Regulations 2015, and Regulation 78 of the Utilities Contracts (Scotland) Regulations 2016. Under the first stage of the process, bidders are required to complete a Single Procurement Document ("SPD") and associated appendices. Following evaluation of submitted SPDs, Irvine HA anticipates inviting six bidders to participate in the second stage of the process and Submit Detailed Solutions ("ISDS" stage), following which it will shortlist three bidders to participate in Competitive Dialogue and Submit Final Tenders ("ISFT" stage) under the third and final phase of the process. Full details of all requirements, the evaluation criteria and how to participate are included in the procurement and Tender documents.

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

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

#### **II.2.6) Estimated value**

Value excluding VAT: £21,000,000

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

Duration in months

180

This contract is subject to renewal

No

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 6

Objective criteria for choosing the limited number of candidates:

As detailed in the procurement documents. 6 Candidates will be Invited to Submit Detailed Solutions although the Contracting Authority reserves the right to increase the number of Candidates invited by 1 or 2 if the scores are closely placed at the cut off point at SPD evaluation stage. Following evaluation of ISDS submissions, 3 candidates will be invited to participate in Competitive Dialogue, though Irvine HA reserves the right to extend that to a maximum of 4 candidates if scores are very closely placed around the cut-off point.

With reference to 4A.1: bidders will be required to confirm that they hold either SafeContractor orSSIP accreditation or, in the event that they currently hold neither of these that the bidder will be willing to sign up to SafeContractor via the "Deem to Satisfy" scheme if successfully appointed.

With reference to SPD question 4C.1; bidders will be required to provide examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of the Contract Notice. Additionally, bidders will be required to provide responses to qualitative questions demonstrating their relevant technical and professional experience as detailed in the "SPD Quality Schedule". Responses must be provided in Arial font size 12 and be limited to the page limits detailed in the SPD Quality Schedule. Responses will be evaluated using the following scoring criteria:

0 - No answer provided

1 - Very weak answer providing little or no evidence of the Suppliers technical and professional experience of delivering the Services

2 - Weak answer with limited evidence of the Suppliers technical and professional experience of delivering the Services

3 - Satisfactory answer evidence of the Suppliers technical and professional experience of delivering the Services to a reasonable standard

4 - Good answer providing good evidence of the Suppliers technical and professional experience of delivering the Services to a good standard

5 - Excellent answer providing clear and convincing evidence of the Suppliers technical and professional experience of delivering the Services to an excellent standard.

These scores will be calculated into weighted marks using the following calculation in order to provide a total mark out of 100% as detailed in the SPD Quality Schedule.  
Calculation:  $\text{Weighted Score} = (\text{Actual Raw Score}) / (\text{Max Available Raw Score}) \times \text{Weighted Marks Available}$ .

The SPD Quality Schedule also includes one question that will be scored on a pass/fail basis as follows: Pass = a response of "yes"; Fail = a response of "no".

4C.6 Bidders will be required to confirm that they have the following relevant educational and professional qualifications:

The Tenderer is a member of:

SELECT (Scotland's Electrical Trade Association) and/or

NICEIC (National Inspection Council for Electrical Installation Contracting)

The Bidder's response to question 4C.6 will be scored as follows:

Pass = Tenderer is a member of SELECT (Scotland's Electrical Trade Association) and/or the NICEIC (National Inspection Council for Electrical Installation Contracting).

Fail = Tenderer is not a member of Scotland's Electrical Trade Association (SELECT) and/or the National Inspection Council for Electrical Installation Contracting (NICEIC)

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

Response to 4C.10 will not be evaluated. If the bidder has decided to subcontract a part of the contract and relies on the subcontractors capacities to perform that part then a separate SPD for such subcontractors must be completed for sections 1 to 3 inclusive.

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

Variants will be accepted: No

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

Options: Yes

Description of options

The Contract will run for an initial period of 10 years, with the option to extend it by up to a further five years to a total possible Contract Term of 15 years. The Contract will include clear break clauses for non-performance (linked to the Key Performance Indicators) and a no-fault termination clause allowing either party to terminate the contract with a 12-month notice period (subject to certain conditions as detailed in the Contract).

#### **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.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.



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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

Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: If required by the member state, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established. Other requirements are detailed in the procurement and Tender documents.

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

List and brief description of selection criteria

4B.1.2: bidders will be required to demonstrate an average yearly turnover of 2,500,000.00 for the past three financial years. Bidders are required to provide their accounts from the past three most recent years. Where bidders will rely upon a Parent Company to demonstrate they meet the turnover or other financial criteria as detailed in this section, bidders are also required to provide parent company accounts from the past three most recent years.

4B.3: Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

4B.5.1a and 4B.51.b: 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:

Employers (Compulsory) Liability Insurance = 5 million minimum GBP

Public Liability Insurance = 20 million each and every claim GBP

Professional Risk Indemnity Insurance = 5 million GBP

Product Liability Insurance = 20 million each and every claim GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

4B.6: Irvine Housing Association will undertake Dun and Bradstreet credit check on all bidders at SPD stage. It will also conduct a Dun and Bradstreet credit check on the preferred bidder prior to formal Contract award. At 4B.6 bidders are required to enter their Dun and Bradstreet number. As detailed above, bidders are also required to provide their three most recent years of accounts and, if relying on a parent company to demonstrate compliance with the financial criteria, their parent company's three most recent years of accounts.

Minimum level(s) of standards possibly required

4B.1.2: bidders will be required to demonstrate an average yearly turnover of 2,500,000.00 for the past three financial years.

4B.5.1a and 4B.5.1b: Bidders will be required to have in place or commit to obtaining the required insurance levels as detailed in section III.1.2.

4B.6: Bidders financial standing will be assessed using the following criteria:

- 1) Current ratio (current assets / current liabilities) to pass, bidders must have a current ratio of 1 or more
- 2) Net profit % (net profit / turnover) to pass, bidders must have a current net profit of greater than 0
- 3) Return on Investment (net profit / net worth) to pass, bidders must have a current ROI of greater than 0.

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

List and brief description of selection criteria

With reference to SPD question 4C.1; Bidders will be required to provide three examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of this Contract Notice. Bidders should provide 3 examples in the table provided. In addition, bidders are required to provide responses to questions set out in the document "SPD Quality Schedule", which will be evaluated in accordance with the criteria detailed in part II.2.9 of this Contract Notice.

Bidders must respond to SPD Questions 4D.1 and 4D.2. Details of the requirements can be found with the procurement documents freely available on the PCS portal for this procurement. The document is entitled "SPD Requirements 4D.1 and 4D.2".

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Competitive dialogue

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

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

Date

17 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: 9 (from the date stated for receipt of tender)

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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 Contracting Authority reserves the right to cancel the procurement and not to proceed with the long term Contract at any stage of the procurement process. The Contracting Authority also reserves the right not to award a contract. Neither the Contracting Authority nor any person on behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing and interest or tendering for this contract. Tenderers should note that the provisions of the Transfer of Undertakings (protection of Employment) Regulations 2006 may apply.

Irvine HA is procuring a single Contract in a single Lot to gain the commercial efficiencies of a single contractor. The award criteria questions and weightings are provided in the ISDS documentation.

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

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

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows: as set out in the procurement documents.

Irvine HA and its legal advisors to confirm if it requires any other additional information to be included here.

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

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

Sheriff Court or the Court of Session

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Telephone

+44 1414298888

Country

United Kingdom

Internet address

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

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

The Contracting Authority will observe a 10-day stand still period following the award of the Contract and conduct itself in respect of any appeals in accordance with the Public Contracts Regulations 2015 (as amended). If an appeal regarding the award of the

contract has not been successfully resolved the public Contracts (Scotland) Regulations provide for aggrieved

parties who have been harmed or are at risk of harm by a breach of the rule to take action in the Sheriff Court or Court of Session.

**VI.4.4) Service from which information about the review procedure may be obtained**

Sheriff Court or the Court of Session

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Telephone

+44 1414298888

Country

United Kingdom

Internet address

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