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Tender

## **MTC for Warden Calls at Sheltered Housing Complexes 2021- 2025**

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2021/S 000-011358

Procurement identifier (OCID): ocds-h6vhtk-02b3d0

Published 21 May 2021, 3:55pm

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

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

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

#### **Email**

[corporateprocurement@northlan.gov.uk](mailto:corporateprocurement@northlan.gov.uk)

#### **Telephone**

+44 1698403876

#### **Fax**

+44 1698275125

#### **Country**

United Kingdom

**NUTS code**

UKM84 - North Lanarkshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00010](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.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**

MTC for Warden Calls at Sheltered Housing Complexes 2021- 2025

Reference number

HO PM 21 018; NLC-CPT-21-040

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

- 79711000 - Alarm-monitoring services

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

Services

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

Measured Term Contract for the periodic and preventative maintenance and repair of warden/nurse call alarm systems/group alarm systems. The Contract will also include servicing. All Works will be carried out within the boundaries of North Lanarkshire mainly within occupied properties.

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

Value excluding VAT: £300,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

North Lanarkshire

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

The work comprises:

Periodic and preventative maintenance, repair and service of warden/nurse call alarm systems/group alarm systems.

The system shall be inclusive of all on site equipment, transmission equipment and local control equipment as well as remote control equipment and fixings thereto, together with all ironmongery.

It shall also include control panels with all switches, electronics, indicator lights, fixings and wiring, and all interconnecting wiring together with any protection thereto, all monitors, all cabling, and protection thereto, switchgear and controls associated with any other hardware or software which affects the running of the installation.

The systems are in the location detailed in the schedules, terminated at the warden's/head of centre's premises.

### **Preventative Maintenance**

Maintenance of the systems shall include repairing or replacing as necessary any minor items of plant, wiring or other parts of an alarm system, which fails for any reason, including wear and tear, accidental misuse or vandalism, during the day to day running of the systems, all in accordance with the timescales shown in the Contract Documents.

### **Priority coded ad-hoc Repairs**

Priority coded ad-hoc response repairs orders for the replacement of minor and major items of plant which cannot be economically repaired.

The works include all minor and major routine repairs and/or renewals of any component whether necessitated by wear and tear, accidental misuse or by vandalism, and the provision of a call out and repair service to all properties listed, together with a priority coded replacement service for any major item of plant deemed to be beyond repair

### **Accidental Misuse or Vandalism to Items of Plant or Equipment**

Accidental misuse or vandalism to items of minor plant and equipment i.e. damage caused to the system with or without malicious intent shall in general be repaired by the Contractor as part of his all-inclusive rate for maintenance of the system concerned.

For the avoidance of doubt, it is again drawn to the Contractor's attention that the price for maintenance of each alarm system should include-for all repairs to minor and major items

of plant.

The successful contractor will be required to liaise with stakeholders and tenants as required to gain access to the properties to carry out the above services. The successful contractor will be subject to ongoing performance management using the Scorecard contained in ITT Section 6 - Appendix A (included in the additional information area within the Portal).

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

Quality criterion - Name: Programme Methodology / Weighting: 30%

Quality criterion - Name: Resource Allocation / Weighting: 25%

Quality criterion - Name: Health & Safety and Environmental / Weighting: 20%

Quality criterion - Name: Fair Work Practices / Weighting: 15%

Quality criterion - Name: Community Benefits / Weighting: 10%

Price - Weighting: 60%

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

Value excluding VAT: £300,000

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

Start date

1 January 2022

End date

21 January 2024

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend this for a period of up to a 12-month extension.

#### **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

SPDS Selection Criteria, question Section A Part IV, Suitability, the following questions:

4A.1 and 4A.1.1

Minimum level(s) of standards require:

4A.1 - Candidates must be registered or enrolled in the relevant professional or trade register kept in the Member State of its establishment (as described in Schedule 5 of Public Contracts (Scotland) Regulations 2015. Candidates should confirm they are registered or enrolled on the relevant trade register and provide information relating to this i.e. registration number, member number etc. Candidates will be assessed as a FAIL and be excluded from the competition if they fail to provide a response to this question.

4A.1.1 - If the relevant documentation is available electronically please indicate. Candidates will be assessed as a FAIL and be excluded from the competition if they fail to provide a response to this question.

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

List and brief description of selection criteria

SPD Selection Criteria, question Section B, Part IV, Economic and Financial Standing, the

following questions:

4B.1.2, 4B.1.3, 4B.3, 4B.5.1b, 4B.5.2, 4B.5.3, 4B.6 and 4B.6.1.

Minimum level(s) of standards possibly required

4B.1.2 - Candidates will be required to have an average yearly turnover of a minimum of the following:-

90,000 GBP

for the last three (3) years statutory accounts that are available. Candidates who have not yet submitted three years' statutory accounts but can demonstrate three years of trading must detail the date they started trading within their submission at 4B.3 and may provide alternative proof which demonstrates its financial standing in an equivalent manner in accordance with Regulation 61 - Means of Proof of the Public Contracts (Scotland) Regulations 2015. Such Candidates are required to provide financial accounts for the three years most recently available, accompanied by a letter supporting the basis of their preparation from an audit registered firm.

4B.1.3 - if the relevant information is available electronically please indicate.

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

4B.5.1b - Candidates must confirm they already have, or commit to obtain prior to the commencement date of the contract, the following levels of insurance cover:

1) Employer's (Compulsory) Liability Insurance: 10,000,000 GBP each and every claim.

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

4B.5.2 - Candidates must confirm they have or commit to obtain prior to the commencement of the contract, the following levels of insurance cover:

1) Public Liability Insurance: 10,000,000 GBP each and every claim.

4B.5.3 - If the relevant documentation is available electronically, please indicate.

4B.6 - Candidates will be required to have an Equifax Score Check of Grade D- or above or equivalent. Any equivalent relied upon must be demonstrated by the tenderer to be of such a standard.

It shall be the tenderer's responsibility to review its own Equifax Score Check Grade (or

equivalent) in advance of returning its tender/SPD. If, following this review, the tenderer does not consider that the Equifax Score Check Grade (or equivalent) reflects its current financial status; the tenderer must provide a detailed explanation in response to question 4B.6, together with relevant supporting independent evidence.

Where the tenderer is under no obligation to publish accounts and therefore does not have a Equifax Score Check Grade (or equivalent) rating, it must provide its audited financial accounts for the two years prior to the publication of this notice as part of its tender/SPD, in order that the Authority may assess these to determine whether the Tenderer meets the published minimum standards.

4B.6.1 - if the relevant documentation is available electronically please indicate.

Candidates that are unable to meet all of the minimum level(s) of standards required for questions 4B.1.2, 4B.1.3, 4B.3, 4B.5.1b, 4B.5.2, 4B.5.3, 4B.6 and 4B.6.1 in Section B, Part IV, Economic and Financial Standing of the SPD, will be assessed as a FAIL and will be excluded from the competition, unless the following information is provided as part of their RTP

- 1) an SPD submission from a Parent Company (or Ultimate Parent Company) who can meet all the above minimum requirements; and
- 2) a declaration that the Parent Company (or Ultimate Parent Company) is prepared to provide a Parent Company Guarantee (PCG) in the form determined by the Council to cover the duration of the proposed Contract

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

List and brief description of selection criteria

Due to character limitations in this section it is not possible to provide a comprehensive description of the selection criteria relating to section III.1.3 in the Contract Notice. Therefore the Objective and Non-Discriminatory Criteria for III.1.3 are set out in full in "Section 10-SPDS Appendix 1 SPDS Minimum Requirements" which can be accessed through the additional information area within the portal. A summarised description of the selection criteria is provided below;

SPD Selection Criteria Section, question Section C, Part IV, Technical and Professional Ability: 4C.1.2, 4C.6 and 4C.10.

SPD Selection Criteria Section, question Section D, Part IV, Quality Assurance Schemes and Environmental Management Standards: 4D.1, 4D.1.1, 4D.1.2 and 4D.2.

Minimum level(s) of standards possibly required

Question 4C.1.2-Candidates will be required to provide examples that demonstrate that they have the relevant experience to deliver the works as described in part II.2.4 of the Contract Notice.

Examples provided should be relevant to the scope, value, scale and complexity of all as per documents which can be accessed through the buyer attachment area within the portal.

Question 4C.1.2 carries an overall weighting of 100% with 34% attributed to the first example and 33% attributed to examples 2 and 3.

Candidates must achieve an overall combined minimum score requirement of 50% per lot. Candidates unable to meet the minimum requirements for 4C.1.2 will be assessed as a FAIL and therefore be excluded from the competition.

Question 4C.6-Candidates will be required to confirm that they and/or the service provider have all of the following relevant and professional qualifications:

#### Service Provider Training, Competency and Accreditations

In order to provide reassurance over service delivery, the Service Provider should be a members of the following trade associations;

- Membership of Telecare Services Association

Question 4C.10 - Candidates will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract. Candidates may be assessed as a FAIL and be excluded from the competition if they, fail to provide a response to this question.

#### Question 4D.1 (Quality Management and Health and Safety Procedures)

Quality Management Procedures - The Candidate must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO9001 (or equivalent), or satisfy items 2a-2g as listed in the ITT.

Health and Safety Procedures - The Candidate must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum, or satisfy items 4a-4m as listed in the ITT.

4D.1.1 - If the information is available electronically, please indicate. Candidates unable to meet the minimum requirements for all of the SPDS Section 4D will be assessed as a FAIL and will be excluded from the competition.

Question 4D.1.2 - If the relevant documentation is available electronically, please indicate.

Question 4D.2 - The Candidate must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or

equivalent) or a valid EMAS (or equivalent) certificate, or satisfy items 2a-2g as listed in the ITT document.

Candidates unable to meet the requirements for all of SPDS Section 4D will be assessed as a FAIL and will be excluded from the competition.

4D.2.2 - If the information is available electronically, please indicate.

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

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

The Invitation to Tender (ITT) will contain the relevant contract performance conditions and requirements

## **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

25 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: 6 (from the date stated for receipt of tender)

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

Date

25 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**

Bidders should note that all documents listed in ITT Section 12 "Checklist for Enclosures" must be fully completed and submitted to ensure the submission is considered complete. Failure to do so may result in the submission being deemed non-compliant.

Quality Questions - Minimum Score – If the average final score for any quality question response is below a minimum score requirement set for that question, then the submission response will be deemed non-compliant

Declaration of Non-involvement in Serious Organised Crime - In the case of any criminal history checks, the Council may exclude Candidates where the information provided to the Council by the Police Service of Scotland does not validate fully the information provided by the Candidate. Failure to disclose information that is relevant to this section or serious misrepresentation in relation to the information disclosed will result in exclusion from the Procurement or the termination of any subsequent contract that may be / has been awarded.

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/Search/Search\\_Switch.aspx?ID=654230](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=654230).

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.

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:

North Lanarkshire Council's policy on community benefits in procurement aims to consider whether community benefits can be included where it is making capital investments or services / goods are being purchased.

An indication of the type of benefits which the Council expects is included within the ITT documents for this procurement exercise. Bidders will be required to provide details within their tender Submission of the Community Benefits they will deliver if their tender submission is successful. It should be noted that the Community Benefit commitments made at tender stage may form a contractual obligation

(SC Ref:654230)

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

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

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Email

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

Country

United Kingdom

Internet address

[www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk)