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Tender

## **Calvay HA Financial Services Agent 2025**

Calvay Housing Association Limited

F02: Contract notice

Notice identifier: 2025/S 000-011907

Procurement identifier (OCID): ocds-h6vhtk-04fa6a

Published 31 March 2025, 8:48am

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

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

Calvay Housing Association Limited

The Calvay Centre, 16 Calvay Road

Barlanark

G33 4RE

#### **Email**

[enquiries@calvay.org.uk](mailto:enquiries@calvay.org.uk)

#### **Telephone**

+44 1417717722

#### **Country**

United Kingdom

#### **NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.calvay.org.uk](http://www.calvay.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA15182](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA15182)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**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**

Body governed by public law

**I.5) Main activity**

Housing and community amenities

## **Section II: Object**

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

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

Calvay HA Financial Services Agent 2025

Reference number

6389

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

- 66171000 - Financial consultancy services

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

Services

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

The successful Candidate will be responsible for the services to be undertaken comprising the provision of Financial Services for the Employer as detailed in the Description of Services & Requirements (refer Schedule 2) in the Tender Document.

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 66171000 - Financial consultancy services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Barlanark G33

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

The tender documents evaluated will comprise the SPD, your quality score for the TQQ; and the Contract Sum stated on the Form of Tender.

The submitted SPD will be assessed as a pass or fail to identify consultants who meet the criteria. Only those consultants who achieve an SPD pass will have their tender quality and cost considered/ evaluated.

The criteria for scoring will be to reach a total percentage score as follows:

Price (tender- contract sum)- deducting 1% from 100 for every percentage point each tender rate is in excess of the lowest tender rate, prior to weighting.

Quality- out of 100 for your TQQ submission, ranked in relation to the other candidates.

The candidates will be scored relative to each other (best answer scoring highest), based on the Employer's individual aspirations/ requirements and the information provided by the candidate(s).

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

Quality criterion - Name: TQQ Quality / Weighting: 80

Price - Weighting: 20

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

Start date

1 May 2025

End date

30 April 2028

This contract is subject to renewal

Yes

Description of renewals

The initial contract period will be on or after 1st May 2025 to 30th April 2028, with options to extend the contract solely at the Employer's discretion on an annual basis thereafter to 30th April 2032.

**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

**II.2.14) Additional information**

Refer to Instructions to Consultants in the Tender Document at page 3.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Financial Services Agents

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

As stated in the procurement documents

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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

30 April 2025

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**

Tender must be valid until: 29 July 2025

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

Date

30 April 2025

Local time

2:00pm

Place

The Calvay Centre, 16 Calvay Road, Barlanark, Glasgow G33 4RE and on line

Information about authorised persons and opening procedure

Committee and/ or HA staff in accordance with Calvay HA tendering procedures.

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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**

Refer to Instructions to Consultants in the Tender Document at page 3.

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=794765](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=794765).

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.

(SC Ref:794765)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=794765](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=794765)

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

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

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9TW

Email

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

Telephone

+44 1414298888

Country

United Kingdom

Internet address

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