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Tender

Provision of Tree Surgery & Maintenance

Scottish Borders Housing Association

F02: Contract notice

Notice identifier: 2023/S 000-012111

Procurement identifier (OCID): ocds-h6vhtk-03c4a6

Published 27 April 2023, 12:08pm

The closing date and time has been changed to:

30 May 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Scottish Borders Housing Association

South Bridge House, Whinfield Road

Selkirk

TD7 5DT

Contact

Paul Cartner

Email

paul.cartner@bakermallet.com

Telephone

+44 1228210184

Country

United Kingdom

NUTS code

UKM91 - Scottish Borders

Internet address(es)

Main address

<http://www.sbha.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11442

I.3) Communication

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

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

Provision of Tree Surgery & Maintenance

Reference number

SBHA TS 2023

II.1.2) Main CPV code

- 77211500 - Tree-maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Scottish Borders Housing Association (SBHA) is seeking to award a contract for the Provision of Tree Surgery and related Maintenance works to landscaped areas within its

housing developments.

II.1.5) Estimated total value

Value excluding VAT: £270,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77211400 - Tree-cutting services
- 77211500 - Tree-maintenance services

II.2.3) Place of performance

NUTS codes

- UKM91 - Scottish Borders

Main site or place of performance

Scottish Borders South East

II.2.4) Description of the procurement

The Provision of Tree Surgery Services and related Maintenance works. Works are generally to be in accordance with BS3998;2010 Tree Work - Recommendations and shall comply with all current Codes of Practice, statutory requirements, Building Regulations and British Standards. The recommendations and

observations of the Appendix 3 Tree Survey Report included within these tender documents should also be complied with.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £270,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

1 extension x 12 months (included in the 36 months)

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

SBHA have aimed to encompass all their requirements, the volumes and schedule of work cannot be guaranteed.

The Customer may order any variation to any part of the Works that for any other reason shall in the Customer's opinion be desirable. Variations will not exceed 50% of the original value of the Contract, and, will not alter the overall nature of 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

SBHA have aimed to encompass all their requirements, the volumes and schedule of work cannot be guaranteed.

The Customer may order any variation to any part of the Works that for any other reason shall in the Customer's opinion be desirable. Variations will not exceed 50% of the original value of the Contract, and, will not alter the overall nature of the Contract.

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

4.A.1 Bidder should identify any professional or trade registers which re kept in its country of establishment

III.1.2) Economic and financial standing

List and brief description of selection criteria

4.B.3 In case the information concerning turnover (general or specific) is not available for the entire period required, please state the date on which the bidder was set up or started trading.

Minimum level(s) of standards possibly required

4B.5.1.a Professional Risk Indemnity Insurance GBP 5 million

4B.5.1.b Employer's Compulsory Liability Insurance GBP 5 million

4B.5.2 Other Insurance GBP 5 million

4B.6 SBHA will carry out an Experian Check - only bidders who score 51 and above will receive a PASS, this is a risk based approach.

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

Fair Work Practices, Community Benefits must be fully complied with throughout the duration of the resulting Contract.

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

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

Originally published as:

Date

29 May 2023

Local time

12:00pm

Changed to:

Date

30 May 2023

Local time

12:00pm

See the [change notice](#).

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

29 May 2023

Local time

12:00pm

Place

Selkirk

Information about authorised persons and opening procedure

2 members of SBHA management team will open the PCS Tender postbox which time and date stamps receipt and opening as well as downloads and by whom.

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

All questions regarding the tender process should be posted to the electronic Postbox on publiccontractsscotland.gov.uk SBHA will aim to respond within 2 working days.

All bidders should use the Response document to complete their written bid returning it in Microsoft Word format, equally to ensure the pricing schedule is returned, fully completed in the Microsoft Excel format as published.

Marketing materials are not permitted unless specifically requested and CVs should not be attached by way of response to some delivery questions.

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=730426.

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.

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: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

SBHA is committed to delivering social value for our Tenants and the

communities they live in. As a result, Community Benefits are included in a fair and proportionate manner in all procurement opportunities. The Association has specifically targeted the Community Benefits to help

achieve our community initiative aims and are based across four broad

platforms: Supporting Employability, Skills & Training Activity, SME & 3rd Sector Activity, Community Enhancement Activity.

(SC Ref:730426)

VI.4) Procedures for review

VI.4.1) Review body

Selkirk Sherriff Court

Ettrick Terrace

Selkirk

TD5 9SE

Country

United Kingdom