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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](mailto: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](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](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)

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](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

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## **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.

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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

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

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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**

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.

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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**

All questions regarding the tender process should be posted to the electronic Postbox on [publiccontractsscotland.gov.uk](http://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](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](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