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Tender

## **Supply, Installation, Maintenance & Replacement of Bus Shelters**

East Lothian Council

F02: Contract notice

Notice identifier: 2021/S 000-012240

Procurement identifier (OCID): ocids-h6vhtk-02b742

Published 2 June 2021, 8:55am

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

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

East Lothian Council

John Muir House

Haddington, East Lothian

EH41 3HA

#### **Contact**

Procurement

#### **Email**

[procurement@eastlothian.gov.uk](mailto:procurement@eastlothian.gov.uk)

#### **Telephone**

+44 1620827827

#### **Country**

United Kingdom

**NUTS code**

UKM73 - East Lothian and Midlothian

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00181](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00181)

**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**

Supply, Installation, Maintenance & Replacement of Bus Shelters

Reference number

ELC-21-2496

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

- 44212321 - Bus shelters

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

Supplies

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

Supply, Installation, Maintenance & Replacement of Bus Shelters within East Lothian.

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

Value excluding VAT: £400,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

Maximum number of lots that may be awarded to one tenderer: 2

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

#### **II.2.1) Title**

Journey Hub Shelters

Lot No

1

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

- 44212321 - Bus shelters

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

East Lothian Council intends to appoint a supplier/suppliers for the supply, install and maintenance of new bus shelters to support enhanced bus services throughout the county.

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

Quality criterion - Name: Ethics & Sustainability / Weighting: 10

Quality criterion - Name: Materials & Workmanship / Weighting: 20

Quality criterion - Name: Quality & Longevity / Weighting: 20

Quality criterion - Name: Safety / Weighting: 10

Price - Weighting: 40

### **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

The contract may be extended by East Lothian council for a further 2 periods of 1 year.

#### **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**

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.

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

#### **II.2.1) Title**

Maintenance and replacement of existing shelters

Lot No

2

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

- 44212321 - Bus shelters

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

East Lothian Council intends to appoint a supplier/suppliers to efficiently maintain existing bus shelters and replace where necessary on a like-for-like basis throughout the county.

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

Quality criterion - Name: Ethics & Sustainability / Weighting: 10

Quality criterion - Name: Materials / Weighting: 10

Quality criterion - Name: Efficiency / Weighting: 20

Price - Weighting: 60

#### **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

The contract may be extended by East Lothian Council for 2 further periods of 1 year.

#### **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**

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.1.2) Economic and financial standing**

List and brief description of selection criteria

It is a requirement that tenderers financial standing will pass the requirements of the East Lothian Council financial health evaluation (Appendix 2: Financial Health Evaluation Flowchart).

The tenderer must hold or commit to obtain, prior to the commencement of the Contract the following types and levels of insurance:

- Employers Liability Insurance GBP 10m each and every claim.
- Public Liability Insurance GBP 5m each and every claim.
- Contractors All Risk GBP 2m each and every claim.

Minimum level(s) of standards possibly required

The financial information will be evaluated using the East Lothian Council financial health evaluation flowchart (available in the attachments section on PCS). The financial information provided will require to meet the following criteria:

- i) The ratio of total assets to total liabilities (net assets) should be positive in 2 out of 3 years.
- ii) The accounts should not show a loss in 2 consecutive years.
- iii) The accounts should not show a loss in 1 year and negative net current assets in any 1 year.

Where the information provided does not meet item (i) but there is an improving trend East Lothian Council may consider items (ii) and (iii) and will have discretion, with regard to the evidence provided and taking into account the level of risk to East Lothian Council, as to whether a bidder will pass this requirement.

The tenderer will be required to submit evidence in the form of their audited accounts or equivalent (as detailed in the tender documents) for the most recent 2 years (2 sets of signed, audited accounts), along with details of any significant changes since the last year end.

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

List and brief description of selection criteria

Bidders will be required to provide examples that demonstrate their experience and ability to deliver contracts, similar in nature to the requirements of this contract relevant as described in part II.2.4 of the Contract Notice. Please provide at least 2 examples of projects carried out during the last 3 years (Appendix 1).



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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

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

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

Date

9 July 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 15/4/26

### **VI.2) Information about electronic workflows**

Electronic payment will be used

### **VI.3) Additional information**

#### **QUALITY MANAGEMENT PROCEDURES**

1. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

The bidder must have documents policies and procedures for quality management (details in the tender documents).

#### **HEALTH & SAFETY PROCEDURES**

2. The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BSOHSAS 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,

The bidder must have a regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief

Executive Officer, or equivalent. The policy must be relevant to the nature and scale of the work and set out responsibilities for H&S

management at all levels within the organisation. The policy must be relevant to the nature and scale of your operations and set out your

company's responsibilities of health and safety management and compliance with legislation.(Details in tender document).

## ENVIRONMENTAL PROCEDURES

3.The Bidder 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

The bidder must have the following (details in tender documents):

a. A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. This

policy must include and describe the bidder's environmental emergency response procedures, including the preparedness and response

procedures for potential accidents and emergency response situations that give rise to significant environmental impacts (for example

hazardous substances spill control).

b. Procedures for dealing with waste (e.g. waste management plans, waste segregation, recycling etc.).

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=653977](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=653977).

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:

As part of the Councils wider duties towards its citizens, the Council wishes to engage

with suppliers to delivery benefits to our young people, through work experience opportunities, training opportunities or links with schools as well as engaging in supply chain initiatives. The successful supplier will be required to engage with East Lothian Works for the delivery of the relevant community benefits.

(SC Ref:653977)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=653977](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=653977)

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

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

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom