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Tender

## **WLC Property and void cleaning and environmental works framework**

West Lothian Council

F02: Contract notice

Notice identifier: 2025/S 000-012730

Procurement identifier (OCID): ocds-h6vhtk-04fc7f

Published 3 April 2025, 11:03am

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

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

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### **Contact**

Catriona Peden

#### **Email**

[Catriona.Peden@westlothian.gov.uk](mailto:Catriona.Peden@westlothian.gov.uk)

#### **Telephone**

+44 1506283312

#### **Fax**

+44 1506281325

**Country**

United Kingdom

**NUTS code**

UKM78 - West Lothian

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00140](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.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**

WLC Property and void cleaning and environmental works framework

Reference number

CC14076

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

- 90900000 - Cleaning and sanitation services

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

Services

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

The council require the services of contractors to clean void and occupied properties and safely remove any items such as needles or rubbish left by the tenant. These properties are both domestic and non-domestic

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

Value excluding VAT: £1,200,000

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

This contract is divided into lots: No

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

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

- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services

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

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Buildings within the West Lothian Council area

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

The council require the services of a contractor to clean void and occupied properties and safely remove any items such as needles or rubbish left by the tenant. This will be in both domestic and non-domestic properties.

Garden and bin store areas may also require work to be done under this framework.

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

Quality criterion - Name: Potential Scenarios / Weighting: 25

Quality criterion - Name: Quality of Service / Weighting: 5

Quality criterion - Name: Health & Safety / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 2

Quality criterion - Name: Community Benefits / Weighting: 3

Price - Weighting: 60

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

Start date

1 July 2025

End date

30 June 2028

This contract is subject to renewal

Yes

Description of renewals

Allowance for extension of up to a further 12 months

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

Unforeseen items may occur relate to this contract. These will be discussed with the call off contractor and priced before work commences.

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

List and brief description of selection criteria

West Lothian Council will use Dun and Bradstreet's DBAi financial reporting system to assess the financial stability of tenderers. Tenderers with a Failure Score of 50 or above on the DBAi system will be deemed to have evidenced satisfactory financial stability. Please note that 49 or less will not be considered as having met this criteria. If a tenderer has a Failure Score of less than 50, the tenderer may be required to submit their last three years accounts.

In the event that the tenderer is not required to publish accounts and therefore does not have a Dun & Bradstreet or equivalent rating, tenderers should be able to provide financial accounts when requested. The council will then conduct an analysis of the accounts to ensure that there is no significant financial risk. Please note that if you intend on attaching 2 years accounts, these must include financial data over a 3-year period.

It is recommended that candidates review their own Dun & Bradstreet Score in advance of submitting their tender. If following this review tenderers consider that the Dun & Bradstreet Score does not reflect their current financial status, details of this should be provided, complete with evidence of a good high street credit rating (the equivalent of Dun & Bradstreet score 50) from a recognised credit referencing agency. The council will

review any such information as part of the evaluation of Tenderer's financial status.

In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee.

Should after review of the financial evaluation the tenderer fail, then the tender submission may be rejected.

Minimum level(s) of standards possibly required

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employer's (Compulsory) Liability: 10 million GBP

Public Liability: 5 million GBP

Other Insurance:

Type: Valid Motor Vehicle Insurance

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

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

KPIs are detailed in the specification

### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 5

#### **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

6 May 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**

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

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

Date

6 May 2025

Local time

12:00pm

Place

Online on PCS-Tender

Information about authorised persons and opening procedure

CPU Staff Online on PCS-Tender

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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: If extension not to be used after 3 years. If extension used after 4 years

### **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**

Re: SPD Q3D.1, 3D.2 and 3D.3 Bidders should answer these questions on Environmental, social and labour law in relation to compliance with the regulations covering Scotland and the UK.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28491. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Please Note: Community Benefits will be evaluated for this procurement procedure and will form 3% of the overall award criteria. More information can be found on the council's website:

- Community Benefits in Procurement
- Community Benefits Wishlist

(SC Ref:794066)

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

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

Livingston Sheriff Court

West Lothian Civic Centre

Livingston

EH54 6FF

Country

United Kingdom