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Tender

## **Site Security Services at Newport Docksway Waste Disposal Site**

Newport City Council

F02: Contract notice

Notice identifier: 2021/S 000-013305

Procurement identifier (OCID): ocds-h6vhtk-02bb6c

Published 14 June 2021, 10:25am

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

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

Newport City Council

Civic Centre

Newport

NP20 4UR

#### **Email**

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

#### **Telephone**

+44 1633656656

#### **Country**

United Kingdom

## **NUTS code**

UKL21 - Monmouthshire and Newport

## **Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0273](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0273)

## **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

<https://etenderwales.bravosolutions.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolutions.co.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**

Site Security Services at Newport Docksway Waste Disposal Site

Reference number

ITT 87473

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

- 79993000 - Building and facilities management services

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

Services

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

Newport City Council has a requirement for the continuation of the provision of manned site security services at Docks Way Waste Disposal Site, Newport . The site includes refuse offices and refuse collection vehicles, car park, household waste recycling centre and offices, weighbridge and landfill to include plant machinery and vehicles. The contractor shall be responsible for providing a vigilant, visible, and active presence that shall deter criminal activity at the site whilst providing reassurance to any legitimate users of the site.

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

Value excluding VAT: £220,000

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

This contract is divided into lots: No

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

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

- 79993000 - Building and facilities management services

- 79710000 - Security services

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

NUTS codes

- UKL21 - Monmouthshire and Newport

Main site or place of performance

Newport

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

Newport City Council has a requirement for the continuation of the provision of manned site security services at Docks Way Waste Disposal Site, Newport . The site includes refuse offices and refuse collection vehicles, car park, household waste recycling centre and offices, weighbridge and landfill to include plant machinery and vehicles. The contractor shall be responsible for providing a vigilant, visible, and active presence that shall deter criminal activity at the site whilst providing reassurance to any legitimate users of the site.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £220,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There is an option of 2 x one year extension periods after the initial 2 years.

### **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

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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

SIA Approved Contractor Scheme

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

Hours of duty

The Contract is for seven days a week and is to include for all Bank Holidays, Christmas and New Year Periods.

Normal weekly hours are: Sunday to Thursday 16:15 hours until 07:30 hours

(76 hrs 15 mins)

Friday and Saturday: 16:15 until 08:30 (32 hrs 30mins)

Total: 108 hrs 45 mins

The Tenderer is required to provide full 24 hour cover for:

Bank Holidays / site closures - From 16:30 the previous day to 07:30 the day following the holiday / closure.

Vehicle, Toilet/Washroom, Telephone, First Aid and Fire Fighting Equipment is made available for use by security officers.

### **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

26 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**

Tender must be valid until: 26 November 2021

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

Date

30 July 2021

Local time

12:00pm

Place

Newport

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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 invoicing will be accepted

Electronic payment will be used

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

1. Register your company on the etenderwales portal (this is only required once)

- Browse to the eSourcing Portal: [www.etenderwales.bravosolution.co.uk](http://www.etenderwales.bravosolution.co.uk)
- Click the “Suppliers register here” link
- Agree to the terms and conditions and click “continue”
- Enter your correct business and user details
- Note the username you chose and click “Save” when complete
- You will shortly receive an email with your unique password (please keep this secure)

2. Express an Interest in the Project

- Login to the portal with the username/password
- Click the “ITTs Open to All Suppliers” link. (These are Pre-Qualification Questionnaires open to any registered supplier)
- Click on the relevant ITT (itt\_87473) available from 17th June 2021 to access the content.
- Click the “Express Interest” button in the “Actions” box on the page.
- This will move the ITT into your “My ITTs” page. (This is a secure area reserved for your projects only)
- Click on the ITT code to access the content



### 3. Responding to the tender

- You can now choose to “Create Response” or “Decline to Respond” (please give a reason if declining)
- You can now use the ‘Messages’ function to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the onscreen instructions to complete the ITT.
- There may be a mixture of online & offline actions for you to perform (there is detailed online help available)

If you require any further assistance use the online help, or the BravoSolution help desk is available Mon – Fri (8am – 6pm) on:

- email: [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)

- Phone: 0800 368 4850

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at

[https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=111332](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=111332)

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority’s economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Newport City Council have established a Work Based Learning Academy in order to work with clients and suppliers to embed Community Benefits into appropriate contracts for supplies, services and works. The Council would therefore like to work with the successful contractor in order to deliver community benefits, initially around work place training, apprenticeship opportunities, work experience and other initiatives that would benefit NEET's ('NEET' stands for young people aged 16-24 Not in Education, Employment or Training). Tenderer's are therefore required to provide a Community Benefits Plan as part of their tender submission, stating what actions they would take in order to support this initiative. The Plan submitted by the successful contractor will be incorporated into the contract and must be honoured and delivered.

(WA Ref:111332)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom