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Tender

Irvine Housing Association Gas Servicing & Maintenance Contracts

Irvine Housing Association

F02: Contract notice

Notice identifier: 2021/S 000-013830

Procurement identifier (OCID): ocds-h6vhtk-02bd79

Published 18 June 2021, 9:40am

Section I: Contracting authority

I.1) Name and addresses

Irvine Housing Association

44-46 Bank Street

Irvine, Ayrshire

KA12 0LP

Contact

The Riverside Group Procurement Team

Email

Procurement@riverside.org.uk

Country

United Kingdom

NUTS code

UKM9 - Southern Scotland

National registration number

2459RS

Internet address(es)

Main address

<https://www.irvineha.co.uk>

Buyer's address

<https://riversource.wax-live.com/S2C/>

I.3) Communication

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

<https://riversource.wax-live.com/S2C/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://riversource.wax-live.com/S2C/>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Irvine Housing Association Gas Servicing & Maintenance Contracts

Reference number

1073

II.1.2) Main CPV code

- 50000000 - Repair and maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Irvine Housing Association is seeking expressions of interest from suitably qualified and experienced service providers for the delivery of gas servicing and maintenance, system replacements and installations (domestic and communal) to c. 2257 properties under two TPCs 2005 (as amended). Each of the two contracts will run for an initial period of 10 years with the option to extend it by up to five years to a total Contract Term of 15 years. The contracts will have provision to include additional workstreams over the Contract Term, including (but not limited to) CO Alarm programme and LD2 Systems. Bidders may bid for and be awarded one or both Lots.

II.1.5) Estimated total value

Value excluding VAT: £8,700,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Ayrshire

Lot No

1

II.2.2) Additional CPV code(s)

- 31625200 - Fire-alarm systems
- 38431200 - Smoke-detection apparatus
- 45312100 - Fire-alarm system installation work
- 45331100 - Central-heating installation work
- 45331110 - Boiler installation work
- 45333000 - Gas-fitting installation work
- 45333100 - Gas regulation equipment installation work
- 50700000 - Repair and maintenance services of building installations
- 50720000 - Repair and maintenance services of central heating
- 50721000 - Commissioning of heating installations
- 45232141 - Heating works

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

Ayrshire

II.2.4) Description of the procurement

Irvine Housing Association is seeking expressions of interest from suitably qualified and experienced service providers for the delivery of gas servicing and maintenance, heating system replacements and installations (domestic and communal) to 1870 properties under a TPC 2005 (as amended). The contract will run for an initial period of 10 years with the option to extend it by up to five years to a total Contract Term of 15 years. The contract will have provision to include additional workstreams over the Contract Term, including

(but not limited to) CO Alarm programme and LD2 Systems. The appointed contractor will be required to have a robust ICT solution for the delivery of the service and management and transfer of data, and to deliver high levels of customer satisfaction, robust management of complaints and provide mechanisms for customer engagement and customer insight analysis that result in

service improvements and delivery of community benefits.

Irvine Housing Association is following a Restricted two-stage procurement procedure under the Procurement Scotland Regulations. For further information please refer in particular to: Regulations 58 and 59 of The Public Contracts (Scotland) Regulations 2015, and Regulation 78 of the Utilities Contracts (Scotland) Regulations 2016. Under the first stage of the process, suppliers are required to complete a Single Procurement Document questionnaire and associated appendices. Full details of all requirements, the evaluation criteria and how to participate are included in the procurement and Tender documents.

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: £7,200,000

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

Duration in months

180

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

As detailed in the procurement documents. It is anticipated that 6 Candidates will be Invited to Tender although the Contracting Authority reserves the right to increase the number of Candidates invited by 1 or 2 if the scores are closely placed at the cut-off point at SPD evaluation stage. Following evaluation of ITT submissions, the contract will be

awarded to the highest ranked candidate.

With reference to 4A.1: bidders will be required to confirm that they hold either SafeContractor orSSIP accreditation or, in the event that they currently hold neither of these that the bidder will be willing to sign up to SafeContractor via the "Deem to Satisfy" scheme if successfully appointed.

With reference to 4A.2: bidders will be required to confirm that they are Gas Safe Registered.

With reference to SPD question 4C.1.2; bidders will be required to provide examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of the Contract Notice. Additionally, bidders will be required to provide responses to qualitative questions demonstrating their relevant technical and professional experience as detailed in the "SPD Quality Schedule". Responses must be provided in Arial font size 12 and be limited to the page limits detailed in the SPD Quality Schedule.

Responses will be evaluated using the following scoring criteria:

0 - No answer provided

1 - Very weak answer providing little or no evidence of the Suppliers technical and professional experience of delivering the Services

2 - Weak answer with limited evidence of the Suppliers technical and professional experience of delivering the Services

3 - Satisfactory answer evidence of the Suppliers technical and professional experience of delivering the Services to a reasonable standard

4 - Good answer providing good evidence of the Suppliers technical and professional experience of delivering the Services to a good standard

5 - Excellent answer providing clear and convincing evidence of the Suppliers technical and professional experience of delivering the Services to an excellent standard.

These scores will be calculated into weighted marks using the following calculation in order to provide a total mark out of 100% as detailed in the SPD Quality Schedule.

Calculation: $\text{Weighted Score} = (\text{Actual Raw Score}) / (\text{Max Available Raw Score}) \times \text{Weighted Marks Available}$.

The SPD Quality Schedule also includes one question that will be scored on a pass/fail

basis as follows: Pass = a response of "yes"; Fail = a response of "no".

4C.6 Bidders will be required to confirm that they have the following relevant educational and professional qualifications: the Tenderer is a member of: Gas Safe

The Bidder's response to question 4C.6 will be scored as follows:

Pass = Tenderer is a member of SELECT (Scotland's Electrical Trade Association) and/or the NICEIC (National Inspection Council for Electrical Installation Contracting).

Fail = Tenderer is not a member of Scotland's Electrical Trade Association (SELECT) and/or the National Inspection Council for Electrical Installation Contracting (NICEIC)

4C.10 Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Response to 4C.10 will not be evaluated. If the bidder has decided to subcontract a part of the contract and relies on the subcontractors capacities to perform that part then a separate SPD for such subcontractors must be completed for sections 1 to 3 inclusive.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contract will run for an initial period of 10 years, with the option to extend it by up to a further five years to a total possible Contract Term of 15 years. The Contract will include clear break clauses for non-performance (linked to the Key Performance Indicators) and a no-fault termination clause allowing either party to terminate the contract with a 12-month notice period (subject to certain conditions as detailed in 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

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

Dumfries and Galloway

Lot No

2

II.2.2) Additional CPV code(s)

- 31625200 - Fire-alarm systems
- 38431200 - Smoke-detection apparatus
- 45312100 - Fire-alarm system installation work
- 45331100 - Central-heating installation work
- 45331110 - Boiler installation work
- 45333000 - Gas-fitting installation work
- 45333100 - Gas regulation equipment installation work
- 50700000 - Repair and maintenance services of building installations
- 50720000 - Repair and maintenance services of central heating
- 50721000 - Commissioning of heating installations
- 45232141 - Heating works

II.2.3) Place of performance

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries & Galloway

II.2.4) Description of the procurement

Irvine Housing Association is seeking expressions of interest from suitably qualified and experienced service providers for the delivery of gas servicing and maintenance, heating system replacements and installations (domestic and communal) to c. 387 properties under a TPC 2005 (as amended). The contract will run for an initial period of 10 years with the option to extend it by up to five years to a total Contract Term of 15 years. The contract will have provision to include additional workstreams over the Contract Term, including (but not limited to) CO Alarm programme and LD2 Systems. The appointed contractor will be required to have a robust ICT solution for the delivery of the service and management and transfer of data, and to deliver high levels of customer satisfaction, robust management of complaints and provide mechanisms for customer engagement and customer insight analysis that result in service improvements and delivery of community benefits.

Irvine Housing Association is following a Restricted two-stage procurement procedure under the Procurement Scotland Regulations. For further information please refer in particular to: Regulations 58 and 59 of The Public Contracts (Scotland) Regulations 2015, and Regulation 78 of the Utilities Contracts (Scotland) Regulations 2016. Under the first stage of the process, suppliers are required to complete a Single Procurement Document questionnaire and associated appendices. Full details of all requirements, the evaluation criteria and how to participate are included in the procurement and Tender documents.

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: £1,500,000

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

Duration in months

180

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

As detailed in the procurement documents.

It is anticipated that 6 Candidates will be Invited to Tender although the Contracting Authority reserves the right to increase the number of Candidates invited by 1 or 2 if the scores are closely placed at the cut-off point at SPD evaluation stage. Following evaluation of ITT submissions, the contract will be awarded to the highest ranked candidate.

With reference to 4A.1: bidders will be required to confirm that they hold either SafeContractor orSSIP accreditation or, in the event that they currently hold neither of these that the bidder will be willing to sign up to SafeContractor via the "Deem to Satisfy" scheme if successfully appointed.

With reference to 4A.2: bidders will be required to confirm that they are Gas Safe Registered.

With reference to SPD question 4C.1.2; bidders will be required to provide examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the Contract Notice. Additionally, bidders will be required to provide responses to qualitative questions demonstrating their relevant technical and professional experience as detailed in the "SPD Quality Schedule". Responses must be provided in Arial font size 12 and be limited to the page limits detailed in the SPD Quality Schedule.

Responses will be evaluated using the following scoring criteria:

0 - No answer provided

1 - Very weak answer providing little or no evidence of the Suppliers technical and professional experience of delivering the Services

2 - Weak answer with limited evidence of the Suppliers technical and professional experience of delivering the Services

3 - Satisfactory answer evidence of the Suppliers technical and professional experience of delivering the Services to a reasonable standard

4 - Good answer providing good evidence of the Suppliers technical and professional experience of delivering the Services to a good standard

5 - Excellent answer providing clear and convincing evidence of the Suppliers technical and professional experience of delivering the Services to an excellent standard.

These scores will be calculated into weighted marks using the following calculation in order to provide a total mark out of 100% as detailed in the SPD Quality Schedule.
Calculation: Weighted Score = (Actual Raw Score) / (Max Available Raw Score) x Weighted Marks Available.

The SPD Quality Schedule also includes one question that will be scored on a pass/fail basis as follows: Pass = a response of "yes"; Fail = a response of "no".

4C.6 Bidders will be required to confirm that they have the following relevant educational and professional qualifications: the Tenderer is a member of: Gas Safe

The Bidder's response to question 4C.6 will be scored as follows:

Pass = Tenderer is a member of SELECT (Scotland's Electrical Trade Association) and/or the NICEIC (National Inspection Council for Electrical Installation Contracting).

Fail = Tenderer is not a member of Scotland's Electrical Trade Association (SELECT) and/or the National Inspection Council for Electrical Installation Contracting (NICEIC)

4C.10 Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Response to 4C.10 will not be evaluated. If the bidder has decided to subcontract a part of the contract and relies on the subcontractors capacities to perform that part then a separate SPD for such subcontractors must be completed for sections 1 to 3 inclusive.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contract will run for an initial period of 10 years, with the option to extend it by up to a further five years to a total possible Contract Term of 15 years. The Contract will include clear break clauses for non-performance (linked to the Key Performance Indicators) and a no-fault termination clause allowing either party to terminate the contract with a 12-month

notice period (subject to certain conditions as detailed in 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

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.

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

If required by the member state, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established. Other requirements are detailed in the procurement and Tender documents

III.1.2) Economic and financial standing

List and brief description of selection criteria

4B.1.2: 4B.1.2: Participants bidding for Lot 1 will be required to have an average yearly turnover of a minimum of 1,000,000.00 GBP for the last 3 years. Participants bidding for Lot 2 will be required to have an average yearly turnover of a minimum of 200,000.00 GBP. Participants bidding for both Lots will be required to have a minimum average yearly turnover of 1,200,000.00 GBP. Bidders are required to provide their accounts from the past three most recent years. Where bidders will rely upon a Parent Company to demonstrate they meet the turnover or other financial criteria as detailed in this section, bidders are also required to provide parent company accounts from the past three most recent years.

4B.3: Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

4B.5.1a and 4B.51.b: it is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types

and levels of insurance indicated below:

Employers (Compulsory) Liability Insurance = 5000000 GBP

Public Liability Insurance = 10000000GBP

Professional Risk Indemnity Insurance = 500000GBP

Product Liability Insurance = 10000000 GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

4B.6: Irvine Housing Association will undertake Dun and Bradstreet credit check on all bidders at SPD stage. It will also conduct a Dun and Bradstreet credit check on the preferred bidder prior to formal Contract award. At 4B.6 bidders are required to enter their Dun and Bradstreet number. As detailed above, bidders are also required to provide their three most recent years of accounts and, if relying on a parent company to demonstrate compliance with the financial criteria, their parent company's three most recent years of accounts.

Minimum level(s) of standards possibly required

4B.1.2: Participants bidding for Lot 1 will be required to have an average yearly turnover of a minimum of 1,000,000.00 GBP for the last 3 years. Participants bidding for Lot 2 will be required to have an average yearly turnover of a minimum of 200,000.00 GBP. Participants bidding for both Lots will be required to have a minimum average yearly turnover of 1,200,000.00 GBP. 4B.5.1a and 4B.51.b: Bidders will be required to have in place or commit to obtaining the required insurance levels as detailed in section III.1.2.

4B.6: Bidders financial standing will be assessed using the following criteria:

- 1) Current ratio (current assets / current liabilities) to pass, bidders must have a current ratio of 1 or more
- 2) Net profit % (net profit / turnover) to pass, bidders must have a current net profit of greater than 0
- 3) Return on Investment (net profit / net worth) to pass, bidders must have a current ROI of greater than 0

III.1.3) Technical and professional ability

List and brief description of selection criteria

With reference to SPD question 4C.1; Bidders will be required to provide three examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of this Contract Notice. Bidders should provide 3 examples in the table provided. In addition, bidders are required to provide responses to questions set out in the document "SPD Quality Schedule", which will be evaluated in accordance with the criteria detailed in part II.2.9 of this Contract Notice.

Bidders must respond to SPD Questions 4D.1 and 4D.2. Details of the requirements can be found with the procurement documents freely available on the PCS portal for this procurement. The document is entitled "SPD Requirements 4D.1 and 4D.2".

Minimum level(s) of standards possibly required

As detailed in the procurement documents.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As detailed in the procurement documents.

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

Restricted procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

19 July 2021

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

25 August 2021

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

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

The Contracting Authority reserves the right to cancel the procurement and not to proceed with the long term Contracts at any stage of the procurement process. The Contracting Authority also reserves the right not to award either or both of the contracts. Neither the Contracting Authority nor any person on behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest or tendering for this contract. Tenderers should note that the provisions of the Transfer of Undertakings (protection of Employment) Regulations 2006 may apply.

The award criteria questions and weightings are provided in the ITT documentation.

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/>

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.

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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows: as set out in the procurement documents.

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court or the Court of Session

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Email

glasgow@scotcourts.gov.uk

Telephone

+44 1414298888

Country

United Kingdom

Internet address

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

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

The Contracting Authority will observe a 10-day stand still period following the award of the Contracts and conduct itself in respect of any appeals in accordance with the Public Contracts Regulations 2015 (as amended). If an appeal regarding the award of the contract has not been successfully resolved the Public Contracts (Scotland) Regulations provide for aggrieved

parties who have been harmed or are at risk of harm by a breach of the rule to take action in the Sheriff Court or Court of Session

VI.4.4) Service from which information about the review procedure may be obtained

Sheriff Court or the Court of Session

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Email

glasgow@scotcourts.gov.uk

Telephone

+44 1414298888

Country

United Kingdom

Internet address

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