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Contract

## **Landscaping Services - Lot 4 Caithness and Sutherland**

Highlands and Islands Enterprise

F03: Contract award notice

Notice identifier: 2021/S 000-013845

Procurement identifier (OCID): ocds-h6vhtk-0292ee

Published 18 June 2021, 11:15am

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

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

Highlands and Islands Enterprise

An Lòchran, 10 Inverness Campus

Inverness

IV2 5NA

#### **Email**

[hieprocurement@hient.co.uk](mailto:hieprocurement@hient.co.uk)

#### **Telephone**

+44 1463245245

#### **Country**

United Kingdom

#### **NUTS code**

UKM6 - Highlands and Islands

**National registration number**

313

**Internet address(es)**

Main address

<http://www.hie.co.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00313](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00313)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Regional or local Agency/Office

**I.5) Main activity**

Economic and financial affairs

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Landscaping Services - Lot 4 Caithness and Sutherland

Reference number

FTS003

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

- 77314000 - Grounds maintenance services

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

Services

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

This is a Contract Award Notice and as such the procurement process is complete.

HIE required a suitable qualified and experienced supplier to provide the following services: repair, maintenance and general upkeep of hard and

soft landscaped areas incl. grass cutting and a preventative winter schedule for HIE's commercial and HIE occupied property portfolio.

These services will be required from 1 July 2021 for an initial period of 2.75 years (until 31 March 2024), with HIE having the option to extend for a period or periods together not exceeding 1 year following the Initial Term.

The initial 2.75-year budget available to deliver this service for this particular lot was between

GBP 68,750 and GBP 93,500 (excluding VAT).

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £114,435

## **II.2) Description**

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

- 71421000 - Landscape gardening services
- 45112700 - Landscaping work
- 77300000 - Horticultural services
- 90620000 - Snow-clearing services
- 77342000 - Hedge trimming

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

NUTS codes

- UKM6 - Highlands and Islands

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

HIE's current requirements are divided into 8 Lots:

1 Moray

2 Inner Moray Firth

3 Argyll and the Islands

4 Caithness and Sutherland

5 Lochaber

6 Skye and Wester Ross

7 Innse Gall (Western Isles)

8 Orkney

As the values for Lot 5 and 6 meet all of the following criteria it is exempt from both The Public Contracts (Scotland) Regulations 2015 and the Procurement Reform (Scotland) Act 2014:

- below the small lot threshold and
- does not exceed 20% of the estimated aggregated value of all the combined Lots and
- does not exceed GBP 50k

Consequently, and as this requirement covers the whole of the HIE geographic area, HIE is procuring Lot 5 and 6 via a selective competitive process.

Bidders who are interested in bidding for any of the other contracts can do so by locating the respective Public Contract Scotland (PCS)/Find a Tender Service (FTS) notices, which were all published on the same date with 'Landscaping Services' in the contract description.

Please refer to the "Restriction on Number on Lots Awarded" section in the Scope of Requirements document.

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

Quality criterion - Name: Management & Delivery Methodology / Weighting: 30%

Quality criterion - Name: Management & Delivery Team / Weighting: 25%

Quality criterion - Name: Sustainability / Weighting: 5%

Quality criterion - Name: Risks & Challenges / Weighting: 10%

Price - Weighting: 30%

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

Options: Yes

Description of options

HIE reserves the right, on giving reasonable written notice from time to time, to require changes to the Services (whether by way of the removal of Services, the addition of new Services, or increasing or decreasing the Services or specifying the order in which the Services are to be performed or the locations where the Services are to be provided). HIE shall not require any such change other than where it is permitted by Regulation 72 of the Public Contracts (Scotland) Regulations 2015.

The contract might be modified in the future – some examples, including but not limited to:

- sale of any sites/properties, therefore (some of) the services will no longer be required
- addition of any new sites e.g. new build/purchase/takeover – (some) additional landscaping services required
- property / site becoming vacant: services still will be required / HIE takes over the responsibility until re-let
- property will be let out: services will no longer be required
- re-designation of areas associated with maintenance activities
- change to HIE area office location
- weather conditions requiring more/less frequent services
- extraordinary forestry work which do not require regular attention
- repair tasks required
- disruptions / cancellation of services caused by pandemics

### **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 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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-002951](#)

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## **Section V. Award of contract**

### **Contract No**

FTS003

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

4 June 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Messrs Donald Macdonald LTD

Achvarasdal Farm, Reay

Thurso

KW14 7RR

Country

United Kingdom

NUTS code

- UKM6 - Highlands and Islands

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £114,435

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**Section VI. Complementary information**

**VI.3) Additional information**

The figures used in II.1.7 & V.2.4. reflect the 3.75-year contract value (including the optional extension).

(SC Ref:655212)

**VI.4) Procedures for review**

**VI.4.1) Review body**

Inverness Sheriff Court and Justice of the Peace Court

The Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

[inverness@scotcourts.gov.uk](mailto:inverness@scotcourts.gov.uk)

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014 , may bring proceedings in the Sheriff Court or the Court of Session.