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Tender

## **SERVICE AND MAINTENANCE OF HEATING AND VENTILATION CONTROL SYSTEMS**

Dundee City Council

F02: Contract notice

Notice identifier: 2024/S 000-013948

Procurement identifier (OCID): ocds-h6vhtk-04563d

Published 30 April 2024, 4:38pm

The closing date and time has been changed to:

**7 June 2024, 12:00pm**

See the [change notice](#).

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

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

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

#### **Email**

[flexibleprocurement@scotland-excel.org.uk](mailto:flexibleprocurement@scotland-excel.org.uk)

#### **Telephone**

+44 1382434000

## **Country**

United Kingdom

## **NUTS code**

UKM71 - Angus and Dundee City

## **Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00220](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220)

## **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

[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)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[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**

SERVICE AND MAINTENANCE OF HEATING AND VENTILATION CONTROL SYSTEMS

Reference number

DCC/CD/162/23

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

- 71314310 - Heating engineering services for buildings

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

Services

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

This procurement process is to award a contract for the Service and Maintenance of Heating and Ventilation Control Systems for Dundee City Council.

The services shall comprise the Inspection, Testing, Certification, written reporting and subsequent servicing and maintenance of the Heating and Ventilation Control Systems and associated equipment within various Dundee City Council properties in compliance with current standards and legislation and in line with manufacturer requirements, along with minor and urgent repair works which may have not been foreseen (e.g.: arising from discharge or damage).

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

This contract is divided into lots: No

## **II.2) Description**

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

- 71321400 - Ventilation consultancy services
- 45331000 - Heating, ventilation and air-conditioning installation work
- 71315410 - Inspection of ventilation system
- 39715200 - Heating equipment
- 45259300 - Heating-plant repair and maintenance work
- 50720000 - Repair and maintenance services of central heating
- 71314310 - Heating engineering services for buildings

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

NUTS codes

- UKM - Scotland

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

This procurement process is to award a contract for the Service and Maintenance of Heating and Ventilation Control Systems for Dundee City Council.

The services shall comprise the Inspection, Testing, Certification, written reporting and subsequent servicing and maintenance of the Heating and Ventilation Control Systems and associated equipment within various Dundee City Council properties in compliance with current standards and legislation and in line with manufacturer requirements, along with minor and urgent repair works which may have not been foreseen (e.g.: arising from discharge or damage).

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

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

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

Value excluding VAT: £1,050,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The period of contract shall be for a period of 36 months with the option to extend for 2 x 12 month periods.

### **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.1.2) 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

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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**

Originally published as:

Date

3 June 2024

Local time

12:00pm

Changed to:

Date

7 June 2024

Local time

12:00pm

See the [change notice](#).

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

3 June 2024

Local time

12:00pm

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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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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=765275](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=765275).

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.

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:

Support will be provided to identify an appropriate intervention but this can include a wide range of activities which support learning and employability such as talks about waste reduction and management for school, college or university students or job seekers; training workshops carried out by contractors for target groups to raise awareness of their sector and its benefits and where appropriate the careers available, motivational talks, school talks, or to run events which tie in with a particular aspect of the curriculum. Community Support activities can include participating in an activity which supports the people or communities in



Dundee, including assisting in community clean ups or development projects. Note that at the agreement of both parties, a work experience placement can be delivered instead of an awareness raising outcome. Assistance to source an appropriate work experience opportunity would be provided by the Community Benefits Officer. Note that the Council is currently developing a Community Wish system which will become live during the delivery of this contract. This will aid contractors in identifying activities which can be delivered as part of their Community Benefit requirements.

(SC Ref:765275)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=765275](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=765275)

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

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

Scottish Court Service

Saughton House, Broomhouse House

Edinburgh

Country

United Kingdom