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Tender

Barrhead Housing Association - Landscape Maintenance Contract 2024-2027

Barrhead Housing Association

F02: Contract notice

Notice identifier: 2024/S 000-014060

Procurement identifier (OCID): ocds-h6vhtk-045688

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Section I: Contracting authority

I.1) Name and addresses

Barrhead Housing Association

60-70 Main Street

Barrhead

G78 1SB

Contact

Scott Stewart

Email

scotts@barrheadha.org

Telephone

+44 1418810638

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.barrheadha.org>

I.3) Communication

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

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

Additional information can be obtained from another address:

A.D.A Construction Consultants

Pavilion 3, St James Business Park, Linwood Road

Paisley

PA33BB

Contact

Alan Shanks

Email

alan.shanks@ada-cc.co.uk

Telephone

+44 1418160184

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Tenders or requests to participate must be submitted electronically via

<https://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

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

I.4) Type of the contracting authority

Other type

Registered Social Landlord

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Barrhead Housing Association - Landscape Maintenance Contract 2024-2027

II.1.2) Main CPV code

- 71421000 - Landscape gardening services

II.1.3) Type of contract

Services

II.1.4) Short description

The Contract will principally comprise litter picking, grass cutting and leaf collection landscape maintenance services to existing properties and common landscaped areas throughout East Renfrewshire to the areas detailed within SAC Consulting's landscape architects drawings. The Contract may also include tree maintenance services, tree and stump removal works, and repairs to existing damaged grass areas.

The Contract, as tendered, only includes properties and landscaped areas throughout Barrhead and Neilston. However, Barrhead Housing Association also provide services to their customers in Newton Mearns and Thornliebank, and additional properties or landscaped areas throughout East Renfrewshire may be introduced by Barrhead Housing Association during the Contract at the rates described within the Contractor's Pricing Matrix.

The commencement date for the Measured Term Contract is currently estimated to be 8th July 2024 and the completion date is 31st March 2027.

Subject to satisfactory performance of the Contractor, which will be assessed through measurement of the Key Performance Indicator's (Refer Tender Document F), it is intended that the Contract will be extended on an annual basis by a maximum of two further years until 31st March 2029.

II.1.5) Estimated total value

Value excluding VAT: £435,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77314000 - Grounds maintenance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Barrhead and Neilston, East Renfrewshire

II.2.4) Description of the procurement

The procurement is being undertaken in accordance with Regulation 28 'Open Procedure' of the Public Contracts (Scotland) Regulations

2015.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £435,000

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

Start date

8 July 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

May take up option of twelve month extensions up to a maximum of two further years (2027-2029) at an estimated value 87000 GBP

(excluding VAT) per annum.

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

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.

SPD Question 2D.1.2- Bidders must provide a separate SPD response (Sections A and B of this Part and Part III) for

each subcontractor.

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

Please refer to these statements when completing Section 4B of the SPD.

Question 4B.1.1 - Bidders will be required to have a minimum 'general' yearly turnover of 174000 GBP for the last two years.

Question 4B.1.2 - Bidders will be required to have an average yearly turnover of a minimum of 174000 GBP for the last two years.

Question 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.5.1 and 4B.5.2 - 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 insurances indicated below:

Employer's (Compulsory) Liability Insurance - 5,000,000 GBP Public Liability Insurance - 5,000,000 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.1.2 - Bidders will be required to provide two examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

4C.4 - If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

4C.8.1 - Bidders will be required to confirm their average annual manpower for the last three years.

4C.8.2 - Bidders will be required to confirm their and the number of managerial staff for the last three years.

4C.9 - Bidders will be required to demonstrate that they have (or have access to) the relevant tools, plant or technical equipment to deliver

the types of requirements detailed in II.2.4 in the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

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

Minimum level(s) of standards required:

SPD, Part C Technical and Professional Ability - Bidders responses to Part C of the SPD will be limited to a maximum of nine A4 single sided pages, excluding any certification that a Bidder submits in support of their response, which must be completed in English using Arial 11 font

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The performance of the successful Bidder will be monitored through the Key Performance Indicators described within Tender Document F

Key Performance Indicators attached to this Contract Notice.

Where performance falls below the minimum acceptable level during the Contract, the successful Bidder will be required to produce a

Remedial Plan for the approval of Barrhead Housing Association.

Failure to produce a Remedial Plan or implement an approved Remedial Plan will be deemed to be a breach of the Contract, which may

lead to the termination of the successful Bidder's Contract.

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

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

31 May 2024

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: 29 August 2024

IV.2.7) Conditions for opening of tenders

Date

31 May 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2026 at the earliest if the optional 12 month extensions are not applied

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

Bidders are also advised that Barrhead Housing Association will hold a Meet the Buyer/Site Visit Event during the tender period. The Event will be free of charge and shall provide a site visit to several estates to illustrate Barrhead Housing Association's landscape maintenance requirements contained within the tender documentation and challenges of undertaking the landscape maintenance in particular estates that will be maintained during the Contract.

The Meet the Buyer/Site Visit Event will be attended A.D.A Construction Consultants and the person from Barrhead Housing Association that is currently responsible for the management of the landscape maintenance Contract.

The Meet the Buyer/Site Visit Event will commence at 10am BST on Thursday 16th May 2024 and cover estates within Barrhead and/or Neilston, with the visit lasting between 1-2 hours.

To record your interest in the Meet the Buyer/Site Visit Event, please email the names of your organisations delegates to alan.shanks@ada-cc.co.uk not later than 12noon BST on Wednesday 15th May 2024.

SPD Part IV Section C 'Technical and Professional Ability' will be scored on a pass or fail basis using the following scoring methodology;

0 - Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement. A Tenderer which scores '0 –

Unacceptable' against any question may be disqualified.

1 - Poor - Response is partially relevant and poor. The response addresses some elements of the requirement but contains

insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details

on how the requirement will be fulfilled in certain areas.

3 - Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details

on how the requirements will be fulfilled.

4 – Very Good - Response is largely relevant and very good. The response demonstrates a very good understanding of the requirements and

provides adequate details on how the requirements will be fulfilled.

5 - Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a

thorough understanding of the requirement and provides details of how the requirement will be met in full.

A Tenderer will be required to achieve a minimum score of 2 against each Question within Part C, i.e. a score of 2 or greater shall represent

a Pass whereas a score of 1 or lower will represent a Fail.

Barrhead Housing Association will disregard, and not evaluate the remainder of a Tenderers bid should the Tenderer fail to achieve the

minimum score of 3 (a Pass) against any of the Questions included with Part C

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=765315.

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.

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:

A summary of the expected community benefits has been provided within Tender Document E attached to the Contract Notice

(SC Ref:765315)

Download the ESPD document here: https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=765315

VI.4) Procedures for review

VI.4.1) Review body

Paisley Sheriff Court and Justice of the Peace Court

Paisley

Country

United Kingdom