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Tender

## **The Supply and Delivery of Bottled and Bulk Gas**

Glasgow City Council

F02: Contract notice

Notice identifier: 2026/S 000-014354

Procurement identifier (OCID): ocds-h6vhtk-065621

Published 17 February 2026, 2:12pm

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

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

Glasgow City Council

40 John St, City Chambers

Glasgow

G2 1DU

#### **Contact**

Niall Milroy

#### **Email**

[Niall.Milroy@glasgow.gov.uk](mailto:Niall.Milroy@glasgow.gov.uk)

#### **Telephone**

+44 1412876424

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

**I.3) Communication**

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.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**

The Supply and Delivery of Bottled and Bulk Gas

Reference number

GCC005842CPU

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

- 24100000 - Gases

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

Supplies

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

Glasgow City Council ('the council') invites tender bids for the establishment of a single – supplier framework agreement for the supply and delivery of bottled and bulk gas products..

The successful supplier will also be responsible for the uplifting, removal, and environmentally compliant disposal of all cylinders supplied during the framework period.

This procurement will be conducted via the Public Contracts Scotland - Tender portal (PCS-T). We will apply a one stage Open procedure. Bidders must self-certify their adherence to the conditions of participation via the ESPD (Scotland) in PSC-T and may be required to submit Means of Proof before contract award. Bidders must refer to the specific requirements listed in Section III in this Contract Notice when completing the SPD in PCS-T.

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

Value excluding VAT: £1,150,000

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

This contract is divided into lots: No

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

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

- 09120000 - Gaseous fuels
- 09133000 - Liquefied Petroleum Gas (LPG)
- 24111000 - Hydrogen, argon, rare gases, nitrogen and oxygen
- 24110000 - Industrial gases
- 44612100 - Gas cylinders
- 44612200 - Gas tanks

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

NUTS codes

- UKM82 - Glasgow City

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

Glasgow City Council invites tender submissions for the establishment of a framework agreement, including an immediate call-off contract, for the supply and delivery of bottled and bulk gas to a wide range of Council-operated sites across the city. Upon award, the successful supplier will enter into a contract with Glasgow City Council as the lead organisation, with the framework structured to allow services to commence immediately, ensuring continuity of supply and responsiveness to operational needs. The appointed supplier will be responsible for supplying and delivering all required bottled and bulk gas products, along with any ancillary equipment necessary for their safe and effective use. In addition, the supplier must manage the uplift, removal, and appropriate disposal of empty, redundant, or end-of-life cylinders and associated equipment in compliance with relevant safety and environmental standards. Deliveries will be required across a diverse estate of locations throughout Glasgow, including schools, leisure centres, depots, and other Council service sites, with the supplier expected to provide reliable, timely, and flexible delivery arrangements to meet both scheduled and ad-hoc demand.

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

Quality criterion - Name: Service Delivery - Methodology / Weighting: 10

Quality criterion - Name: Risk Identification and Mitigations / Weighting: 5

Quality criterion - Name: Processes and Procedures / Weighting: 5

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 70

**II.2.6) Estimated value**

Value excluding VAT: £1,150,000

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

Duration in months

48

This contract is subject to renewal

No

**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 there are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015

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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

##### SPD 4A.2 Statement

Where it is required within a bidder's country of establishment, they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service.

Bidders must confirm if they hold the particular authorisation or memberships.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process:-

There is a minimum financial requirement that affects trading performance and balance sheet strength.

Financial requirements for trading performance and balance sheet strength should be calculated on latest filed accounts with Companies House.

##### Trading Performance

An overall positive outcome on pre tax profits over a 3 year period.

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio Pre-Tax Profit/Turnover.

##### Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities.

Companies that are only required to file abbreviated accounts, must submit full sets of accounts for the last two individual years filed, in order for the three year profitability requirement to be verified.

An applicant should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

Glasgow City Council reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulations 61(7) or Regulation 61 (8) of the Public Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing.

Minimum level(s) of standards possibly required

Minimum level(s) of standards required:

Glasgow City Council's insurance requirements are:

#### Employer's Liability

The organisation/consultant shall take out and maintain throughout the period of their services Employer's Liability insurance to the value of at least TEN MILLION (10,000,000GBP) POUNDS STERLING in respect of any one claim and unlimited in the period.

#### Public Liability

The organisation/consultant shall take out and maintain throughout the period of their services Public Liability insurance to the value of at least FIVE MILLION (5,000,000GBP) POUNDS STERLING in respect of any one claim and unlimited in the period including Pollution and Contamination cover (sudden and unforeseen) and in the aggregate.

#### Product Insurance

The organisation/consultant shall take out and maintain throughout the period of their services Products Liability insurance to the value of at least FIVE MILLION (5,000,000GBP) POUNDS STERLING in respect of any one claim and in the aggregate.

#### Motor Insurance

The organisation/consultant shall take out and maintain throughout the period of their services, at least statutory Motor insurance cover as per the Road Traffic Act 1988.

The above insurances shall be with an insurance company registered with Financial Conduct Authority (FCA) in the UK, or equivalent body for EU member states by the council and any organisation shall not sub-let or sub-contract any part of the commission unless the sub-contractor is similarly insured, unless the council agrees otherwise. It is the express responsibility of the lead organisation to ensure this is the case.

#### Confirmation of Insurances

The bidder is required to confirm that these levels of insurance would be in place should the bidder be awarded this contract.

If the bidder does not have the specified insurances or does not certify an undertaking to do so, this WILL result in the bidder not being taken to the next stage in the evaluation process.

The successful supplier will be required to sign an Insurance Mandate, which will be issued in conjunction with the award letter authorising the council to request copies of insurance documents from the supplier's insurance provider.

If the mandate is not signed and returned the council reserves the right to request copies of insurance certificates from appointed supplier at any point during the contract period.

The Council reserves the right at its own discretion to seek such other information from the Applicant in accordance with Regulation 61(7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to prove the Applicant's economic and financial standing.

Applicants who are subsequently appointed to the Framework shall, during the lifetime of the Framework Agreement, inform the Council immediately of any material changes to the information provided in their submission in relation to economic and financial standing. The Council notes Regulation 60(9) and 60(11) of the Public Contracts (Scotland) Regulations 2015 and reserves the right to refuse to award a contract following a mini-competition should the Applicant no longer meet the requirements set out in this SPD.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

NOTE: In PCS-T, responses to [4C.1, 4C.1.2] should be given as clearly labelled attachments to this question. Responses for the remaining 4C questions (if any) should be clearly labelled and attached to the General Attachments area in PCS-T. Suppliers must have regard for all statements when submitting responses.

List and brief description of selection criteria:

Bidders are required to provide evidence of having the necessary capacity and capability to deliver the requirements of the contract.

Bidders shall demonstrate their experience in delivering the relevant products similar to the project requirements as detailed within the tender documentation by using examples from their own experience.

#### 4C.1 SPD Question

Please provide two relevant examples of supplies or services delivered within the last three years, as specified in the contract notice.

These examples should demonstrate your organisation's experience, either directly or through a relied-upon subcontractor (if applicable) in delivering services of a similar scale and nature. You may include examples from both public and private sector clients.

Each example must include detailed information covering the following areas (but not limited to):

An overview of the contract including:

Customer contact details

Contract Title & Reference number

Contract start date & end date

Total contract value

A comprehensive description of the contract objectives

Your organisation's role in delivering the contract

Key responsibilities and roles undertaken in the provision of services

Please ensure the examples clearly demonstrate the skills, experience, and capacity of your organisation in delivering similar contracts.

The weighting will be out of 100% with 50% attributed to each example. A minimum pass mark of 60 out of 100 is required overall for this question.

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.

Please note that if bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they are required to confirm “yes/no” to this question.

Those bidders who intend to use a supply chain to deliver the requirements detailed in the Contract Notice are required to provide the evidence for points (a) and (b), or if they are unable to do so, the completed improvement plan, against the relevant question within the Technical Envelope of this Master ITT. The template improvement plan has been provided within the Buyer Attachments area.

Examples of acceptable evidence include:

1. UK Government Published Payment Practice Reports
2. Accounts Payable Report
3. Payment Performance Statement Signed by External Auditor
4. Credit Score / Credit Report Provider
5. Accounts Payable Ratio

Additional guidance in relation to the types of acceptable evidence can be found on the Supplier Journey website, at: <https://www.supplierjourney.scot/prompt-payment/what-do-i->

[need-do-prompt-payment.](#)

SPD 4C.7 Statement

Bidders will be required to confirm that they will employ environmental management measures.

Please provide details of the environmental management measures which the bidder will be able to use when performing this contract.

Bidders must score a minimum of 60% for question 4C1.2 and a Pass for question 4C.7. Any Bidder who fails to achieve the minimum threshold score and a Pass will be disqualified.

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Minimum level(s) of standards possibly required

SPD 4C.10 Statement

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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### **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

25 March 2026

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**

Duration in months: 4 (from the date stated for receipt of tender)

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

Date

25 March 2026

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**

Health & Safety — the H&S Questionnaire is contained in the attachments section of PCS-T. Applicants must respond to the H&S Questionnaire as part of their submission. Documented evidence validating responses provided to the H&S Questionnaire will require to be provided at the request for documentation (Rfd) stage. As Health & Safety is pass/fail criteria, failure to provide a completed questionnaire and/or provide the evidence requested at Rfd stage may result in your organisation being assessed as having failed.

Freedom of Information Act — Information on the FOI Act is contained in Appendix A of the ITT. Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI certificate contained in the Qualification Envelope within the PCS Tender portal (NB the council does not bind itself to withhold this information).

Bidders Amendments — Applicants must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this offer. Applicants will be required to complete the ts amendment certificate that is contained within the Qualification Envelope within PCS Tender portal.

Prompt Payment — The successful bidder shall, as a condition of being awarded the tender, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these works are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the bidder) be paid within 30 days of receipt. The successful bidder shall also impose this condition on its sub-contractors in respect of payments due to any sub-sub-contractors, if any. Applicants will be required to complete the prompt payment certificate contained in the Qualification Envelope within PCS Tender portal.

Non Collusion — Applicants will be required to complete the Non Collusion certificate contained in the Qualification Envelope within the PCS Tender portal.

Insurance Mandate - All successful suppliers will be required to sign an Insurance Mandate, contained in the Qualification Envelope within the PCS Tender portal authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the mandate is not signed and returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the buyers attachments are bidders within the PCS Tender portal.

Additional information pertaining to this contract notice is contained in the Invitation to Tender and ESPD statement documents situated within the buyers attachments area of PCS-T. Bidders must ensure they read these documents in line with this contract notice.

Bidders will be asked to review a community benefits menu and indicate the type and volume of any Community Benefit they would be willing to offer through the delivery of this contract.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 31118. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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:

The council is committed to maximising Community Benefits from procurement activity. This will be achieved through the inclusion of specific clauses within procurement contracts known as Community Benefits clauses. Community Benefit clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social or environmental conditions into the delivery of council contracts.

(SC Ref:823632)

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

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

Glasgow Sheriff Court

PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Email

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

Telephone

+44 1414298888

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

Glasgow City Council ("the council") must, by notice in writing as soon as possible after the decision has been made, inform all bidders and candidates concerned of its decision to award the contract, conclude the framework agreement or establish a dynamic purchasing system. The Council must allow a period of at least the relevant standstill period (where the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 85(1) of the Public Contracts (Scotland) Regulations 2015 ("The Regulations"). The Council is obliged to comply with the regulations and any eligible economic operator can bring an action in the Sherriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the council must not enter into the contract, conclude the framework agreement or establish the dynamic purchasing system unless the proceedings are determined, discontinued or disposed of: or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic operators can write to the Council seeking further clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.

