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Tender

Servicing and Maintenance of Swimming Pool Equipment

Dundee City Council

F02: Contract notice

Notice identifier: 2024/S 000-014396

Procurement identifier (OCID): ocds-h6vhtk-045753

Published 3 May 2024, 3:26pm

Section I: Contracting authority

I.1) Name and addresses

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

Contact

Neil Howieson

Email

neil.howieson@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

Buyer's address

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

<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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Servicing and Maintenance of Swimming Pool Equipment

Reference number

DCC/CD/267/23

II.1.2) Main CPV code

- 50000000 - Repair and maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

This procurement process is to put a contract in place for the Inspection, Testing, Certification, written reporting and subsequent servicing and maintenance of the Swimming Pool plant and equipment within various Dundee City Council properties to the requirements and recommendations set out in BS PAS 39:2003, along with minor and urgent repair works which may have not been foreseen (e.g.: arising from deterioration or damage).

II.1.5) Estimated total value

Value excluding VAT: £700,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee City Council area.

II.2.4) Description of the procurement

This procurement process is to put a contract in place for the Inspection, Testing, Certification, written reporting and subsequent servicing and maintenance of the Swimming Pool plant and equipment within various Dundee City Council properties to the requirements and recommendations set out in BS PAS 39:2003, along with minor and urgent repair works which may have not been foreseen (e.g.: arising from deterioration or damage).

II.2.5) Award criteria

Quality criterion - Name: Resources and Personnel / Weighting: 7

Quality criterion - Name: Safety at Work (Sample Risk Assessment and Method Statement) / Weighting: 6

Quality criterion - Name: Safety at Work (CDM Regulations 2015) / Weighting: 7

Quality criterion - Name: Safety at Work (Compliance) / Weighting: 7

Quality criterion - Name: Progress of Works / Weighting: 6

Quality criterion - Name: Reporting Procedures 1 / Weighting: 8

Quality criterion - Name: Reporting Procedures 2 / Weighting: 10

Quality criterion - Name: Urgent Repair Works / Weighting: 9

Quality criterion - Name: Customer Service / Weighting: 6.5

Quality criterion - Name: Fair Work Practices / Weighting: 1.5

Quality criterion - Name: Community Benefits / Weighting: 2

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £700,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Optional extension of up to two years

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.

Scotland Excel is acting on behalf of Dundee City Council in the execution of this tender but will not be party to the contract or the management of the contract throughout its lifetime.

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

Tenderers must be registered or enrolled in the relevant trade register kept in the Member State of its establishment (as described in Schedule 5 of Procurement (Scotland) Regulations 2015.

Tenderers should confirm they are registered or enrolled on the relevant trade register and provide information relating to this i.e. registration number, member number etc. Failure to do so may result in the Tenderer being excluded from the Procurement Process

III.1.2) Economic and financial standing

List and brief description of selection criteria

SPD 4B.5 Insurance

SPD 4B.6 Other Economic or Financial Requirements

Minimum level(s) of standards possibly required

SPD 4B.5 Insurance

Tenderers must confirm they already have or commit to obtain prior to the commencement of the contract, the following levels of insurance:

- Employers' liability - Statutory minimum indemnity limit of TEN MILLION POUNDS (10,000,000) STERLING each and every claim
- Public and products liability - A minimum indemnity limit of FIVE MILLION POUNDS (5,000,000) STERLING each and every claim
- Professional Risk Indemnity - A minimum indemnity limit of TWO MILLION POUNDS (2,000,000) STERLING each and every claim

SPD 4B.6 Other Economic or Financial Requirements

Prior to contract award, the preferred bidder must provide the information detailed in the document named “Financial Criteria” to provide Dundee City Council with the confidence that they can deliver the requirements of the contract.

Confirmation to pay all subcontractors with a max 30-day payment terms will be evaluated prior to award. If a bidder is unable to confirm acceptance of the award statement, they may not be awarded the contract.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD 4C.1.2 – Previous Experience

SPD 4C.6 and 4C.6.1 Educational & Professional Qualifications

SPD 4C.10 – Sub-Contracting

Minimum level(s) of standards possibly required

SPD 4C.1.2 – Previous Experience

Tenderers are required to provide examples of services carried out within the past three (3) years that demonstrate that they have the relevant experience to deliver services similar in scope, scale and duration to that described in the ITT. Tenderers should provide two examples of services carried out under swimming pool service and maintenance contracts. The examples should provide Dundee City Council with the confidence that tenderers have adopted the role of principal contractor and principal designer.

Examples should include:

- Name of project with brief description and duration, including start and end dates (month/year) it was carried out or forecast to be completed,
- Name of Client,
- Name of contact within the Client’s organisation and their contact details, who may be contacted for further information, and Brief description of whether, or not, the project was completed on time and within budget

SPD 4C.6 and 4C.6.1 Educational & Professional Qualifications

All operatives must hold the relevant CSCS card (or equivalent).

All electrical work shall be carried out by a Contractor within an approved body such as National Inspection Council for Electrical Installation Contracting (NICEIC) and/or a Trade Association or equivalent

Bidder must have C&G 2377-100 Management of Electrical Equipment accreditation.

SPD 4C.10 – Sub-Contracting

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

Bidders shall arrange for subcontractors to complete a SPD for each subcontractor and return it with their bid.

III.2) Conditions related to the 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

4 June 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: 2 October 2024

IV.2.7) Conditions for opening of tenders

Date

4 June 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Scotland Excel is acting on behalf of Dundee City Council in the execution of this tender but will not be party to the contract or the management of the contract throughout its lifetime.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26646. 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:

Community Benefits is the term used to refer to a range of 'social issues' including targeted recruitment and training, equal opportunities considerations, supply chain initiatives, awareness raising programmes and community engagement activity which contribute more widely to sustainable procurement.

Sustainable procurement is defined as “a process that achieves value for money on a whole life basis and generates benefits not only to the organisation, but also to society and the economy whilst minimising damage to the environment.”

Dundee City Council is committed to securing Community Benefits from all contracts wherever possible and will require successful Contractors to work with it, as part of the delivery of the services, in transforming the community in a real and sustainable manner.

A scored Community Benefits question has been included in the Technical Envelope on PCS-Tender.

The provision of Community Benefits will be monitored in regular contract review meetings with Contractors and reported on during the term of the Contract.

Please see below example of different types of Community Benefits:

- programmes to employ people from disadvantaged groups, including the unemployed,
- apprentice employment and training activity,
- providing work experience opportunities,
- engaging in community development programmes,
- supporting charities or public sector bodies, through free or reduced advertising for activities which benefit your community and other activities which benefit your local community

(SC Ref:765539)

VI.4) Procedures for review

VI.4.1) Review body

Dundee Sheriff Court

6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom