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Tender

## **Conservation Surveying Services and Architectural Services 2024-2029**

Orkney Islands Council

F02: Contract notice

Notice identifier: 2024/S 000-014645

Procurement identifier (OCID): ocids-h6vhtk-0457de

Published 8 May 2024, 12:00pm

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

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

Orkney Islands Council

School Place, Kirkwall

Kirkwall

KW15 1NY

#### **Contact**

Bruce Pinkerton

#### **Email**

[bruce.pinkerton@orkney.gov.uk](mailto:bruce.pinkerton@orkney.gov.uk)

#### **Telephone**

+44 1856873535

#### **Fax**

+44 1856876158

**Country**

United Kingdom

**NUTS code**

UKM65 - Orkney Islands

**Internet address(es)**

Main address

<http://www.orkney.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00369](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369)

**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**

Conservation Surveying Services and Architectural Services 2024-2029

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

- 71250000 - Architectural, engineering and surveying services

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

Services

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

The focus of this procurement will be on the delivery of full and interim quinquennial inspections at the Cathedral, over a period of 5 years after which the procurement of these services will commence again. The intention is to undertake the one-off inspections to other historical properties within the first year or two of the contract. This will provide a clear picture of future commitments to facilitate improved budgeting and planning of works.

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

Value excluding VAT: £243,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKM65 - Orkney Islands

Main site or place of performance

St Magnus Cathedral and other Heritage properties within Orkney

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

St Magnus Cathedral

Measured survey and delivery of scaled drawings

Full Quinquennial inspection, 2024

Interim Quinquennial inspection, 2029

Up to 4 other heritage properties - Measured surveys as above complete with inspection, report and long term costed plans of work

Undefined architectural services to develop projects potentially from stage 2-4

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

60

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

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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

As set out within the SPD

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

List and brief description of selection criteria

Selection criteria as stated in the SPD

Minimum level(s) of standards possibly required

Selection criteria as stated in the SPD

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

List and brief description of selection criteria

Selection criteria as stated in the SPD

Minimum level(s) of standards possibly required

Selection criteria as stated in the SPD

### **III.2) Conditions related to the contract**

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Selection criteria as stated in the SPD

#### **III.2.2) Contract performance conditions**

As set out within the contract documents.

#### **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

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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

Date

7 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

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

7 June 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Re-tender will be in 2029 if fully delivered in accordance with the terms of the contract, but may be sooner should any of the parties opt to terminate the contract early, or if full available contract value is met before the conclusion of the 5-year term

### **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**

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract. The expenditure, work or effort

undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this

contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland)

regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

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=749887](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=749887)

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.

(SC Ref:749887)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=749887](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=749887)

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

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

Kirkwall Sheriff Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom

### **VI.4.2) Body responsible for mediation procedures**

Kirkwall Sheriff Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Kirkwall Sheriff Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom