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Tender

Provision of Naval Architecture Consultancy Services

Shetland Islands Council

F02: Contract notice

Notice identifier: 2023/S 000-014654

Procurement identifier (OCID): ocds-h6vhtk-03ceb1

Published 23 May 2023, 2:37pm

Section I: Contracting authority

I.1) Name and addresses

Shetland Islands Council

8 North Ness, Lerwick

Shetland

ZE1 0LZ

Contact

Colin Black - Procurement Manager

Email

contract.admin@shetland.gov.uk

Telephone

+44 1595744595

Country

United Kingdom

NUTS code

UKM66 - Shetland Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00402

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<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

<http://www.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

Provision of Naval Architecture Consultancy Services

Reference number

ED/2/23

II.1.2) Main CPV code

- 98360000 - Marine services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this Invitation to Tender (ITT) is to invite economic operators to submit Tenders for an anticipated 36-month period under a Framework Agreement with an anticipated start date of 17th July 2023 for the Provision of Naval Architecture Consultancy Services.

II.1.5) Estimated total value

Value excluding VAT: £500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM66 - Shetland Islands

II.2.4) Description of the procurement

An Open Procedure is being followed in accordance with regulations 28 of the Public

Contracts (Scotland) Regulations 2015.

The procedure is intended to result in the Council entering into a Framework Agreement in accordance with Regulation 34 of the Regulations with the successful Tenderer, from whom subsequent Call-off(s) for the Services shall be made.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Further two 12 month period may be considered.

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

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

- Three years accounts and business reports for the contracting entity;
- A current bank reference to a minimum value of 100,000 GBP;
- Overall turnover, detailing those of similar services over the last three years;
- Employers Liability Insurance with a minimum limit of indemnity of 10,000,000 GBP (ten million pounds sterling);
- Public Liability Insurance with a minimum limit of indemnity of 5,000,000 GBP (five million pounds sterling); and
- Professional Indemnity Insurance with a minimum level of 3,000,000 GBP (three million pounds sterling) for any one event

III.1.3) Technical and professional ability

List and brief description of selection criteria

Business profile/details of previous experience in carrying out similar services within the last three years, including references.

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

- Provide evidence of membership of Royal Institute of Naval Architects, or equivalent.

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.1.3) 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

23 June 2023

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

23 June 2023

Local time

12:00pm

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

Please note that it is an essential requirement of the procurement process that Tenderers fully complete and submit a satisfactory Single Procurement Document (SPD) and satisfy all requirements specified or referred to in the Contract Notice and Procurement Documents.

The contract shall be subject to Scots Law and the jurisdiction of the Scottish Courts.

GBP means Great British Pounds.

III.1.2 - Economic operators who do not obtain a satisfactory financial evaluation may not be considered for contract award.

The UK has left the EU and the transition period after EU came to an end on 31 December 2020. From 1 January 2021, relevant references to the EU and EU procurement legislation will either be updated or removed from the Public Contracts Scotland site where appropriate.

Despite the reference to the EU Directives embedded in the header of the Contract Notice, the EU Directives do not apply to this procurement.

III.1.2 - A Bank Reference Mandate Form is included with the procurement documents for completion by economic operators where a Bank Reference is not submitted direct by the economic operator.

The Council will carry out an Equifax check where a Bank Reference cannot be obtained and this will form part of the economic and financial evaluation of economic operators.

V1.4.1 - Review body. The review body noted is Lerwick Sheriff Court but economic operators should contact the Contracting Authority in the first instance if any issue needs to be addressed. The court may be contacted where legal proceedings are contemplated.

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=732506.

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.

(SC Ref:732506)

VI.4) Procedures for review

VI.4.1) Review body

Lerwick Sheriff Court

King Erik Street

Lerwick

ZE1 0DH

Email

Lerwick@scotcourts.gov.uk

Telephone

+44 1595693914

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/lerwick-sheriff-court>