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Tender

Contract for 24-hour Security Patrol Services

Robert Gordon University

F02: Contract notice

Notice identifier: 2021/S 000-014736

Procurement identifier (OCID): ocds-h6vhtk-02c103

Published 28 June 2021, 4:15pm

Section I: Contracting authority

I.1) Name and addresses

Robert Gordon University

Central Services Building, Garthdee Road

Aberdeen

AB10 7FY

Contact

Rod Strachan

Email

r.strachan@rgu.ac.uk

Telephone

+44 1224262000

Fax

+44 1224262660

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

<http://www.rgu.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00399

I.3) Communication

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

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Contract for 24-hour Security Patrol Services

Reference number

001/21/RS

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

The contract requirement is for a full time, 24 hours per day, 7 days per week building external perimeter patrolling security service. The Contract will commence on 1st September 2021 and will operate for twelve months. The University will retain the option to extend the contract by agreement by a maximum of 12 months. This contract will also allow scope for a degree of variation (up to 50% of original contract value), should the University require similar additional monitoring services for other specific areas.

II.1.5) Estimated total value

Value excluding VAT: £160,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Robert Gordon University

Garthdee Road

Aberdeen

II.2.4) Description of the procurement

The contract requirement is for a full time, 24 hours per day, 7 days per week building external perimeter patrolling security service, for the full duration of the contract. The University requires that this service be tendered for based on a single staff member on shift with break periods agreed, provided and covered by RGU operatives.

Staff are required to carry out continuous exterior patrols around the perimeter of the building, completing a visual inspection of the building externals and associated walkways and access points. We require patrols to specifically observe and monitor the exterior of the building and areas immediately adjacent to the building.

TUPE 2006 Regulations may apply to this Contract.

II.2.5) Award criteria

Quality criterion - Name: Ability to meet stated requirements / Weighting: 25

Quality criterion - Name: Staff suitability and vetting / Weighting: 20

Quality criterion - Name: Account management and supervision / Weighting: 5

Quality criterion - Name: Complaints Procedure / Weighting: 5

Quality criterion - Name: Continuity of service / Weighting: 15

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £160,000

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

system

Start date

1 September 2021

End date

31 August 2022

This contract is subject to renewal

Yes

Description of renewals

One 12-month renewal extension is available

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.

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

This section refers to SPD (Scotland) Section IV Question 4A.2:

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

- Registered with National Security Inspectorate (NSI) or equivalent, and gold level accreditation.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

Minimum level(s) of standards possibly required

Q4B.5.1 It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 10 million GBP

Public Liability Insurance = 5 million GBP

Professional Indemnity Insurance = 2.5 million GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module

Minimum level(s) of standards possibly required

This section refers to SPD (Scotland) Section IV Part C:

Q4C.1.2 - Bidders will be required to provide three examples that demonstrate that they have the relevant experience to deliver the services

as described in part II.2.4 of the Contract Notice that have taken place in the last three years.

Each example should be based upon a different client and contract (i.e. the 3 examples cannot refer to the same client/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

30 July 2021

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

30 July 2021

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 payment will be used

VI.3) Additional information

- FORM OF TENDER

Shortlisted bidders will be required at ITT stage to submit a signed Form of Tender prior to the award of contract.

- SUPPLIER CODE OF CONDUCT

Shortlisted bidders will be required at ITT stage to submit a signed Supplier Code of Conduct declaration prior to the award of contract.

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=658394.

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:658394)

Download the ESPD document here:
https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=658394

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Edinburgh

Country

United Kingdom