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Tender

## **Supply of Bidet Style Toilets and Associated Services**

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2024/S 000-014962

Procurement identifier (OCID): ocids-h6vhtk-045899

Published 10 May 2024, 12:00pm

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

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

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### **Contact**

Claudine Persaud

#### **Email**

[claudine.persaud@edinburgh.gov.uk](mailto:claudine.persaud@edinburgh.gov.uk)

#### **Telephone**

+44 1314693727

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

**I.3) Communication**

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

<https://www.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.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**

Supply of Bidet Style Toilets and Associated Services

Reference number

CT1396

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

- 50421000 - Repair and maintenance services of medical equipment

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

Services

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

The City of Edinburgh Council wish to put a single Lot Framework Agreement in place with a single Supplier for supply of bidet style toilets and associated services, encompassing:

- supply deliver and installation of equipment
- planned preventative maintenance and servicing
- reactive repairs of equipment
- removal, refurbishment, storage and re-use of equipment

The City of Edinburgh Council work collaboratively with Midlothian Council, East Lothian Council and NHS Lothian, all of whom order the Equipment via their Community Equipment Loans Store.

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh, Midlothian and East Lothian.

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

The City of Edinburgh Council wish to appoint a single Supplier to service a single Lot Framework Agreement via an open procedure procurement process.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The contract will be for a period of 2 years with two optional 12 month extensions, undertaken at the sole discretion of the Council.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

In addition to the possible extension periods, additional related equipment (beyond that detailed in the Asset Inventory Excerpt provided within the Schedule of Rates) may

require to be subject to planned preventative maintenance & servicing. Where such additional equipment comes into scope during the contract period, details will be agreed between the Supplier and the Council.

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

List and brief description of selection criteria

SPD Question 4B.1 – Tenderers are required to provide their “general” annual turnover for the last two financial years in response to this question.

SPD Question 4B.5 - Tenderers are required to confirm that they hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the specified types and levels of insurance.

SPD Question 4B.6 - Tenderers are required to provide their Current ratio for Current Year and the Prior Year. The formula for calculating a Tenderer’s current ratio is current assets divided by current liabilities.

Minimum level(s) of standards possibly required

SPD Question 4B.1 – Tenderers are required to have a minimum “general” annual turnover of GBP 140,000 for the last two financial years. Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

SPD Question 4B.5 - Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the following types and levels of insurance:

- a. Employers (Compulsory) Liability Insurance – GBP 5,000,000
- b. Public Liability Insurance – GBP 10,000,000
- c. Products Liability Insurance – GBP 10,000,000

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition.

SPD Question 4B.6 - The acceptable range for each financial ratio is greater than 1.10. Where a Tenderer’s current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

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

List and brief description of selection criteria

SPD Question 4C.4(a) - Payment of the real Living Wage - Tenderers are required to confirm that they will pay any staff that are directly involved in the delivery of the Framework Agreement (including any agency or sub-contractor staff), at least the real Living Wage.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Tenderers are required to confirm that they will include the standard clause in all contracts used in the delivery of the Framework Agreement, ensuring payment of sub-contractors at all stages of the supply chain within 30 days and include a point of contact for sub-contractors to refer to in the case of payment difficulties.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Tenderers are required to provide evidence that their organisation is taking steps to build their awareness of the climate change emergency and provide details of how they have/will respond (to the climate change emergency).

SPD Question 4C.7(b) – Compliance with LEZ - Tenderers are required to confirm that they (and any sub-contractor) will comply with the minimum emissions standards for Edinburgh's Low Emission Zone (and any other such related scheme, including those in Partner Organisation's locations) when delivering the specified services.

Minimum level(s) of standards possibly required

SPD Question 4C.4(a) - Payment of the real Living Wage - Where a Tenderer does not commit to pay any staff that at least the real Living Wage, the Council may exclude the Tenderer from the competition.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Where a Tenderer does not commit to the inclusion of a prompt payment clause, the Council may exclude the Tenderer from the competition.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Where a Tenderer fails to demonstrate that it is taking steps to build awareness of the climate change emergency and reduce emissions, to the Council's satisfaction, the Council may exclude the Tenderer from the competition.

SPD Question 4C.7(b) – Compliance with LEZ - Where a Tenderer does not commit to complying with this requirement, the Council may exclude the Tenderer from the competition.

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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

13 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: 4 (from the date stated for receipt of tender)

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

Date

13 June 2024

Local time



12:30pm

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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: Dependant on extensions being undertaken it is envisaged that this opportunity will be re-advertised in between February & May 2026, 2027 or 2028.

### **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**

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=766178](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=766178).

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.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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 Supplier shall rebate 1% of contract spend annually to be utilised to deliver a community benefit mutually agreed between the Supplier and the Council.

(SC Ref:766178)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=766178](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=766178)

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

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

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

An economic operator that suffers or risks suffering loss or damage attributable to a breach of duty under Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the Find a Tender Service or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.