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Tender

Washroom Solutions

Scotland Excel

F02: Contract notice

Notice identifier: 2022/S 000-015096

Procurement identifier (OCID): ocds-h6vhtk-031be1

Published 30 May 2022, 3:27pm

Section I: Contracting authority

I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

Email

education.corporate@scotland-excel.org.uk

Telephone

+44 3003001200

Fax

+44 1416187423

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scotland-excel.org.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10383

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/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Washroom Solutions

Reference number

0122

II.1.2) Main CPV code

- 90513000 - Non-hazardous refuse and waste treatment and disposal services

II.1.3) Type of contract

Services

II.1.4) Short description

This framework is for the provision and delivery of washroom solutions and sanitary products including but not limited to, sanitary waste disposal, nappy waste disposal, air fresheners, sharps disposals, hand dryers and sanitary products

II.1.5) Estimated total value

Value excluding VAT: £24,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Sanitary Products

Lot No

2

II.2.2) Additional CPV code(s)

- 33771000 - Sanitary paper products
- 33771100 - Sanitary towels or tampons
- 42968000 - Dispensers
- 42933100 - Sanitary vending machines

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This Contract Notice is in relation to the renewal framework for Washroom Solutions(Incorporating Free on Loan Equipment and Services). The Period Products (Free Provision) Scotland Act 2021 ("the Act") places duties on Local Authorities and education providers to make period products obtainable free of charge for anyone who needs them. The Act will come fully into force by January 2023 at the latest and will ensure that everyone in Scotland who needs them can have reasonably convenient access to period products, free of charge, as and when they are required. In advance of this, free products continue to be available through Local Authorities' voluntary provision and through the Period Products in Schools (Scotland) Regulations 2020.

II.2.5) Award criteria

Quality criterion - Name: Quality Weighting / Weighting: 30

Price - Weighting: 70

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

Start date

1 October 2022

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This framework will run for a straight 4 year period with no option to extend by this point.

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 (or any competition in relation to any lot) if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) Description

II.2.1) Title

Washroom Solutions

Lot No

1

II.2.2) Additional CPV code(s)

- 90524200 - Clinical-waste disposal services
- 42933100 - Sanitary vending machines

- 39811200 - Air sanitisers
- 33141123 - Sharps containers
- 39532000 - Mats

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This Contract Notice is in relation to the renewal framework for Washroom Solutions(Incorporating Free on Loan Equipment and Services). It includes the supply and delivery of a range of free on loan sanitary waste disposal units, nappy / incontinence waste disposal units, sharps disposal units, swabs and dressing disposal units, dual vending machines (sanitary towels / tampons), toilet seat sanitisers, wc sanitisers, air fresheners and dustmats.

II.2.5) Award criteria

Quality criterion - Name: Quality Weighting / Weighting: 30

Price - Weighting: 70

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

Start date

1 October 2022

End date

30 September 2026

This contract is subject to renewal

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II.2.14) Additional information

Economic operators may be excluded from this competition (or any competition in relation to any lot) 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.1.2) Economic and financial standing

List and brief description of selection criteria

In accordance with Regulation 59(12), as this proposed Framework Agreement is divided into Lots, these Economic and Financial Standing

selection criteria apply separately in relation to each individual lot.

Minimum level(s) of standards possibly required

INSURANCE REQUIREMENTS:

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded

contract, the types and levels of insurance indicated below:

Employer's Liability (Compulsory Insurance) – maintain a minimum indemnity limit of GBP 10 million in respect of each claim and without limit to the number of claims.

Public / Product Liability Insurance – maintain a minimum level of GBP 10 million in respect of each claim and without limit to the number of claims and in the aggregate in respect of Products.

Motor Vehicle Insurance - statutory Third Party motor vehicle insurance to a minimum indemnity limit of GBP 5 million in respect of each claim and without limit to the number of claims for property damage, and unlimited for Third Party injury or bidders who will subcontract parts of the business, the bidder should provide a letter signed by a person of appropriate authority confirming that the bidder has ongoing arrangements in place to ensure that sub-contractors' vehicles are appropriately insured and maintained.

OTHER ECONOMIC AND FINANCIAL REQUIREMENTS:

In addition to the insurance limits above, a search of the bidder against Equifax's Protect must not return a 'Warning' or 'Caution' returnable code or any neutral code, unless the bidder confirms that it can provide any other document which Scotland Excel considers appropriate to prove to Scotland Excel (acting within its permitted discretion under the applicable public procurement rules) that the bidder

does / would not represent an unmanageable risk should it be appointed onto the

proposed Framework Agreement.

III.1.3) Technical and professional ability

List and brief description of selection criteria

In accordance with Regulation 59(12), as this proposed Framework Agreement is divided into Lots, these Technical and Professional Ability selection criteria apply separately to each individual lot.

1. Relevant Examples of Previous Services of Suppliers
2. Subcontracting
3. Quality Management Procedures
4. Environmental Management Systems or Standards.
5. Health and Safety Procedures

Minimum level(s) of standards possibly required

Further to the description of the selection criteria outlined above, guidance and the minimum level of standards required are outlined in the "0122 - III.1.3 Technical and Professional Ability" document, which can be found in the "Information & Instructions" folder of the Buyer Attachments area, within ITT 44588 of project 121198, the tender for Provision and Delivery of Washroom Solutions and Sanitary Products 0122.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

For full details of the conditions relevant to the proposed Framework Agreement and contracts to be called-off thereunder, please see the Procurement Documents (details of how to access these are outlined in "Section I:3 communication" of this Contract Notice.

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 several operators

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-005445](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

27 June 2022

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

27 June 2022

Local time

12:00pm

Place

Scotland Excel, Renfrewshire House, Cotton Street, Paisley, PA1 1AR, via PCS-Tender

Information about authorised persons and opening procedure

Scotland Excel Officers and Members

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

Scotland Excel, as a central purchasing body, is procuring this framework for the use and benefit, together with any Integration Authority, or other body, established pursuant to the Public Bodies (Joint Working)(Scotland)Act 2014. The 32 local authorities in Scotland <http://www.scotland-excel.org.uk/home/Aboutus/Ourmembers/Local-authorities.aspx>; Scotland Excel associate members <http://www.scotland-excel.org.uk/home/Aboutus/Ourmembers/Associate-members.aspx>;

Advanced Procurement for Universities and Colleges (APUC Ltd) and their member organisations across the higher and further education

sector in Scotland and their associated and affiliated bodies. For more information please see the APUC listings within the 'Information and Instructions ' Folder.

The above is subject to each contracting authority entering into and maintaining a relevant membership agreement with Scotland Excel.

Tenderers are advised that the envisaged maximum number of participants that might be appointed is purely indicative. Scotland Excel reserves the right to appoint more or less bidders to the proposed Framework Agreement.

Tenderers are advised that whether electronic ordering, invoicing and payment will be used or accepted is at the discretion of each Member

Authority or Associate Member.

Subcontractors on whose capacity the Tenderer does not rely: Scotland Excel will request the following information in the European Single

Procurement Document (Scotland): - whether the Tenderer intends to subcontract any share of the contract to a third party;

- list of the proposed subcontracts as far as it is known at that stage; and - what proportion / percentage of the contract does the Tenderer intend to subcontract.

These subcontractors on whose capacity the bidder does not rely will be subject to the rules regarding Exclusion as set out immediately

above.

In line with Clause 72 of the Public Contracts (Scotland) Regulations 2015, Contract and framework agreements may be modified without

a new procurement procedure in accordance with this Part in some cases. Further details of the cases this is permitted is in the "32-17 - Regulation 72" document found within the "Information and Instructions" folder.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 10723. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

In accordance with section 25(3) of the Procurement Reform (Scotland) Act 2014 note that, Scotland Excel intends to include community

benefit requirements. As part of your response within the Technical Envelope, bidders will be requested to commit to delivery of

community benefits in accordance with the methodology outlined in the tender documents.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21198. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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:

As part of your response within the technical criteria tenderers will be requested to confirm if they will offer community benefits for this framework.

(SC Ref:694270)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Edinburgh

EH1 1RQ

Telephone

+44 314443300

Country

United Kingdom