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Tender

Framework for the Supply, Installation and Maintenance of Bus Shelters

West Lothian Council

F02: Contract notice

Notice identifier: 2024/S 000-015223

Procurement identifier (OCID): ocds-h6vhtk-045956

Published 14 May 2024, 8:35am

Section I: Contracting authority

I.1) Name and addresses

West Lothian Council

West Lothian Civic Centre

Livingston

EH54 6FF

Contact

Catriona Peden

Email

Catriona.Peden@westlothian.gov.uk

Telephone

+44 1506283312

Fax

+44 1506281325

Country

United Kingdom

NUTS code

UKM78 - West Lothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140

I.3) Communication

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

<https://www.publictendersscotland.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.publictendersscotland.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

Framework for the Supply, Installation and Maintenance of Bus Shelters

Reference number

CC13399

II.1.2) Main CPV code

- 44212321 - Bus shelters

II.1.3) Type of contract

Supplies

II.1.4) Short description

The requirement has been split into two lots - up to 3 suppliers are sought for each of the following:

Lot 1 – Supply, installation, re-siting and removal of bus shelters.

Lot 2 – Repair of bus shelters/associated infrastructure

II.1.5) Estimated total value

Value excluding VAT: £320,000

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

Supply, installation, re-siting and removal of bus shelters.

Lot No

1

II.2.2) Additional CPV code(s)

- 44212321 - Bus shelters
- 45213315 - Bus-stop shelter construction work
- 45216129 - Protective shelters
- 44112110 - Shelter parts
- 44112100 - Shelters

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Sites within the West Lothian Council area

II.2.4) Description of the procurement

Up to 3 suppliers are sought for each of the following:

Lot 1 – Supply, installation, re-siting and removal of bus shelters.

Lot 1 will be used as a means of replacing shelters coming to the end of their lifecycle. Government initiatives for funding such opportunities may transpire over the lifespan of the contract in line with Transport Scotland priorities.

II.2.5) Award criteria

Quality criterion - Name: Method Statement and Risk Assessment / Weighting: 15

Quality criterion - Name: Timescales / Weighting: 5

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 2

Quality criterion - Name: Community Benefits / Weighting: 3

Price - Weighting: 70

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

Optional 1 year extension and renewal if this framework is successful after 3 or 4 years.

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

Re: SPD Q3D.1, 3D.2 and 3D.3 Bidders should answer these questions on Environmental, social and labour law in relation to compliance with the regulations covering Scotland and the UK.

II.2) Description

II.2.1) Title

Repair of bus shelters/associated infrastructure

Lot No

2

II.2.2) Additional CPV code(s)

- 44112100 - Shelters
- 44112110 - Shelter parts
- 44212321 - Bus shelters
- 45213315 - Bus-stop shelter construction work

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Sites within the West Lothian Council area

II.2.4) Description of the procurement

Up to 3 suppliers are sought for each of the following:

Lot 2 – Repair of bus shelters/associated infrastructure

It is anticipated that both lots will be in place for a period of 3 years plus a possible 1-year extension. This will allow for efficient provision of new shelters required as new residential developments advance within West Lothian. Lot 2 will establish a catalogue style ordering system for facilitating product-specific repairs in a timely manner as they are reported/realized in line with service standards.

II.2.5) Award criteria

Quality criterion - Name: Method Statement and Risk Assessment / Weighting: 15

Quality criterion - Name: Timescales / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 2

Quality criterion - Name: Community Benefits / Weighting: 3

Price - Weighting: 70

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Duration in months

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II.2.14) Additional information

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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

Re SPD question 4B.6 West Lothian Council will use Dun and Bradstreet's DBAi financial reporting system to assess the financial stability of tenderers. Tenderers with a Failure Score of 50 or above on the DBAi system will be deemed to have evidenced satisfactory financial stability. Please note that 49 or less will not be considered as having met this criteria. If a tenderer has a Failure Score of less than 50, the tenderer may be required to submit their last three years accounts.

In the event that the tenderer is not required to publish accounts and therefore does not have a Dun & Bradstreet or equivalent rating, tenderers should be able to provide financial accounts when requested. The council will then conduct an analysis of the accounts to ensure that there is no significant financial risk. Please note that if you intend on attaching 2 years accounts, these must include financial data over a 3-year period.

It is recommended that candidates review their own Dun & Bradstreet Score in advance of submitting their tender. If following this review tenderers consider that the Dun & Bradstreet Score does not reflect their current financial status, details of this should be provided, complete with evidence of a good high street credit rating (the equivalent of Dun & Bradstreet score 50) from a recognised credit referencing agency. The council will review any such information as part of the evaluation of Tenderer's financial status.

In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee.

Should after review of the financial evaluation the tenderer fail, then the tender submission may be rejected.

Minimum level(s) of standards possibly required

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

Public Liability Insurance = 10 Million GBP

Professional Risk Indemnity Insurance = 2 Million GBP

Product Liability Insurance = 10 Million GBP

Valid Motor Vehicle Insurance

III.1.3) Technical and professional ability

List and brief description of selection criteria

Re: SPD Q4D Bidders must hold the certificates or comply with the questions noted in SPD 4D attached to

West Lothian Council - Changes to Public Procurement Rules

The HSE website will be checked for breaches. Should our H&S team not be satisfied with the outcome your tender will be rejected.

III.2) Conditions related to the contract

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 several operators

Envisaged maximum number of participants to the framework agreement: 3

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

12 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

12 June 2024

Local time

12:00pm

Place

Online on PCS-Tender

Information about authorised persons and opening procedure

WLC CPU staff Online on PCS-Tender

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: If spend allows 1 year extension will be used whilst framework is retendered

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

TUPE – The incoming Contractor is responsible for obtaining legal and professional advice about relevant TUPE implications.

CONFIDENTIALITY - All information supplied by the Authority must be treated in confidence and not disclosed to third parties except

insofar as this is necessary to obtain sureties or quotations for the purpose of submitting the tender. All information supplied by you to the

Authority will similarly be treated in confidence except:

(i) for any information required to be disclosed or otherwise provided by the Authority to any person in order to comply with the Freedom of

Information (Scotland) Act 2002 and any codes of practice applicable from time to time relating to access to public authorities' information.

The Tenderer shall co-operate, facilitate, support and assist the Authority in the provision of this information. In the event the Authority is required to provide information to any person as a result of a request made to it under such Act and/or codes, the Authority shall adhere to the requirements of such Act and/or codes in disclosing information relating to this Agreement, the Project documents and the Contractor.

(ii) that references may be sought from banks, existing or past clients, or other referees

submitted by the tenderers;

(iii) for the disclosure of such information with regard to the outcome of the procurement process as may be required to be published in the

Supplement to the Official Journal of the European Union in accordance with EU directives or elsewhere in accordance with the requirements of UK government policy on the disclosure of information relating to government contracts.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26334. 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:

Please Note: Community Benefits will be evaluated for this procurement procedure and will form 3% of the overall award criteria. For further procurement information visit the link below. West Lothian Council - Community Benefits in Procurement

(SC Ref:761820)

VI.4) Procedures for review

VI.4.1) Review body

Livingston Sheriff Court

West Lothian Civic Centre

Livingston

EH54 6FF

Country

United Kingdom

