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Tender

## **Landscape Maintenance and Common Close Cleaning Contract 2025-2027**

Southside Housing Association Ltd

F02: Contract notice

Notice identifier: 2025/S 000-015293

Procurement identifier (OCID): ocds-h6vhtk-050358

Published 15 April 2025, 3:05pm

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

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

Southside Housing Association Ltd

135 Fifty Pitches Rd, Cardonald

Glasgow

G514EB

#### **Contact**

Paul McColgan

#### **Email**

[pmccolgan@southside-ha.co.uk](mailto:pmccolgan@southside-ha.co.uk)

#### **Telephone**

+44 1414221112

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.southside-ha.org>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA12222](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12222)

**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>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk>

**I.4) Type of the contracting authority**

Other type

Registered Social Landlord

## **I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Landscape Maintenance and Common Close Cleaning Contract 2025-2027

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

- 90910000 - Cleaning services

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

Services

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

The Contract will principally comprise landscape maintenance and common close cleaning service.

The landscape maintenance services will mainly include litter picking, grass cutting, shrub bed, hedging and leaf collection to existing properties and common landscaped areas throughout Cardonald and Pollokshields, Glasgow to the areas detailed within the Landscape Architects tender drawings. The Contract may also include bulk uplifts, tree maintenance services, tree and stump removal works, and repairs to existing damaged grass and other landscaped areas. The Contract may also include planting and landscaping improvement works at the Queensland Community Gardens estate. The landscape maintenance will initially be undertaken to estates located at St Andrews Drive, Queensland Community Garden and Halfway Park, however Southside Housing Association may introduce additional estates during the Contract that are located on the south side of Glasgow which shall be valued at the rates within Tender Document A where the maintenance requirements are similar in character.

The Common Close Cleaning maintenance requirements will principally involve weekly internal and external cleaning to properties, and also monthly & six monthly cleaning activities (refer Specification Items 1-21 described within Tender Document C 'Common

Close Cleaning Specification' for further information).

The Landscape Maintenance and Common Close Cleaning services to the properties described within the tender documentation are currently undertaken by Southside Housing Association's estates team. However, the nature of the service is changing and it is the intention of Southside Housing Association that the successful tenderer of this procurement will undertake the service after conclusion of this opportunity.

The Contract term will be for an initial twenty-one month period commencing on 1st July 2025 with optional annual 1 year + 1 year + 1 year extensions up to a maximum contract completion date of 31st March 2030.

### **II.1.5) Estimated total value**

Value excluding VAT: £1,250,000

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

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 90911000 - Accommodation, building and window cleaning services
- 71421000 - Landscape gardening services
- 77211500 - Tree-maintenance services
- 77310000 - Planting and maintenance services of green areas
- 77311000 - Ornamental and pleasure gardens maintenance services
- 77313000 - Parks maintenance services
- 77314000 - Grounds maintenance services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Cardonald and Pollokshields, Glasgow

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

Single Stage Tendering in accordance with Regulations 28 (Open Procedure) of the Public Contracts (Scotland) Regulations 2015.

Bidders are also advised that Southside Housing Association will hold a Meet the Buyer/Site Visit Event during the tender period. The Event will be free of charge and shall provide a site visit to several estates to illustrate Southside Housing Association's landscape maintenance and common close cleaning requirements contained within the tender documentation and challenges of undertaking the landscape maintenance in particular estates including areas of the estates with embankments that will be maintained during the Contract.

The Meet the Buyer/Site Visit Event will be attended by the person from Southside Housing Association that is currently responsible for the management of the landscape maintenance and common close cleaning. The Meet the Buyer/Site Visit Event will commence at 10am BST on Wednesday 30th April 2025 at the car park for Mossview Quadrant shown on the MAP for Halfway Park. The Meet the Buyer/Site Visit Event will involve visits to the following estates in sequence;

Halfway Park, Cardonald;

Queensland Community Garden, Cardonald; and

St Andrews Drive, Pollokshields.

There will also be an opportunity to visit a sample of properties with Southside Housing Association on Wednesday 30th April where common close cleaning services will be undertaken during the Contract.

To record your interest in the Meet the Buyer/Site Visit Event, please email the names of your organisations delegates to [alan.shanks@ada-cc.co.uk](mailto:alan.shanks@ada-cc.co.uk) not later than 12noon BST on Tuesday 29th April 2025. Bidders are asked to keep the maximum number of persons to that will attend the Event on behalf of their organisation to two delegates.

Bidders are also advised that Southside Housing Association will not provide transport to delegates between the sites/estates during the Event and Bidders will be required to make their own transportation arrangements. Bidders are also advised that free of charge on street parking is available at each of the sites/estates.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **II.2.6) Estimated value**

Value excluding VAT: £1,250,000

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

Duration in months

21

This contract is subject to renewal

Yes

Description of renewals

May take up option of twelve month extensions up to a maximum of three further years (2027-2030) at an estimated value 250000 GBP

(excluding VAT) per annum.

The annual anticipated cost per annum excluding VAT is 250000 GBP

### **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.

SPD Question 2D.1.2- Bidders must provide a separate SPD response (Sections A and B of this Part and Part III) for each subcontractor.

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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

Bidders will be required to have a minimum 'general' yearly turnover of 500000 GBP for the last two years or have an average yearly

turnover of a minimum of 500000 GBP for the last two years.

Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set

up or started trading.

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 insurances indicated below:

Employer's (Compulsory) Liability Insurance - 5,000,000 GBP

Public Liability Insurance - 5,000,000 GBP

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

List and brief description of selection criteria

Question 4C.1.2 - Bidders will be required to provide three examples of landscape maintenance services and also three examples of common close cleaning services that are similar to the requirements of Southside Housing Association and demonstrate that they have the relevant experience to deliver the

services/supplies as described in part I.1.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Question 4C.4 - If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should confirm they

have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This

will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and

provide evidence when requested of:

a) their standard payment terms

b)  $\geq 95\%$  of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment

performance.

Questions 4C8.1 and 4C8.2 - Bidders will be required to confirm their average annual manpower for the last three years. Bidders will be

required to confirm their and the number of managerial staff for the last three years.

Question 4C.9 - Bidders will be required to demonstrate that they have (or have access to) the relevant tools, plant or technical equipment

to deliver the types of requirements detailed in I.1.4 in the Find a Tender Service Contract Notice or the relevant section of the Site Notice

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**



Tender Document F 'Key Performance Indicators' attached to this Contract Notice.

Where performance falls below the minimum acceptable level during the Contract, the Contractor will be required to produce a Remedial

Plan for the approval of Southside Housing Association.

Failure to produce a Remedial Plan or implement an approved Remedial Plan will be deemed to be a breach of the Contract, which may

lead to the termination of the Contractor.

### **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

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## **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

15 May 2025

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**

Tender must be valid until: 13 August 2025

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

Date

15 May 2025

Local time

12:00pm

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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: 2026 at the earliest if the optional 12 month extensions are not applied

### **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**

SPD, Part IV Section C 'Technical and Professional Ability' will be scored on a pass or

fail basis using the following scoring methodology;

0 - Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement. A Tenderer which scores '0 –

Unacceptable' against any question will be disqualified.

1 - Poor - Response is partially relevant and poor. The response addresses some elements of the requirement but contains

insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details

on how the requirement will be fulfilled in certain areas.

3 - Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details

on how the requirements will be fulfilled.

4 – Very Good - Response is largely relevant and very good. The response demonstrates a very good understanding of the requirements and

provides adequate details on how the requirements will be fulfilled.

5 - Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a

thorough understanding of the requirement and provides details of how the requirement will be met in full.

A Tenderer will be required to achieve a minimum score of 2 against each Question within Part C, i.e. a score of 2 or greater shall represent

a Pass whereas a score of 1 or lower will represent a Fail.

Southside Housing Association will disregard, and not evaluate the remainder of a Tenderers bid should the Tenderer fail to achieve

the minimum

score of 2 (a Pass) against any of the Questions included with Part C

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=796478](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=796478).

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.

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 refer Tender Document D 'Community Benefits'

(SC Ref:796478)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=796478](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=796478)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

Glasgow

Country

United Kingdom