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Tender

Retail Shop Design & Fit-Out Framework

Historic Environment Scotland

F02: Contract notice

Notice identifier: 2024/S 000-015442

Procurement identifier (OCID): ocids-h6vhtk-0459c7

Published 15 May 2024, 1:30pm

The closing date and time has been changed to:

4 July 2024, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

Email

procurement@hes.scot

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://historiconvironment.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164

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.publiccontractsscotland.gov.uk/Default.aspx>

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/Default.aspx>

I.4) Type of the contracting authority

Other type

Non Departmental Public Body

I.5) Main activity

Other activity

Tourism, Built Environment, Conservation

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Retail Shop Design & Fit-Out Framework

Reference number

HES/C/4221

II.1.2) Main CPV code

- 45400000 - Building completion work

II.1.3) Type of contract

Works

II.1.4) Short description

Retail Shop Design & Fit-Out Framework

II.1.5) Estimated total value

Value excluding VAT: £2,270,000

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

Retail Shop Design Services

Lot No

1

II.2.2) Additional CPV code(s)

- 71220000 - Architectural design services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The scope of Lot 1 will include the provision of design services from concept through to full detailed drawings which will then be used by the Build Contractor for manufacture and installation.

For the full specification of requirements please see the attached documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £150,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract duration is 24-months, with the option to extend for up to an additional two 12-month periods (2+1+1). The total possible contract length will therefore be 48 months. The Contracting Authority reserves the right to utilise the extension periods at its discretion, and on a lot by lot basis.

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) Description

II.2.1) Title

Fit Out, Manufacture and Install Services

Lot No

2

II.2.2) Additional CPV code(s)

- 45400000 - Building completion work

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The scope of this Lot will include build and refurbishment services and involve the repair and maintenance of existing installations together with a requirement for new retail outlets, and related works throughout the HES estate.

For full details on the specification for this Lot please see the attached documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £1,120,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract duration is 24-months, with the option to extend for up to an additional two 12-month periods (2+1+1). The total possible contract length will therefore be 48 months. The Contracting Authority reserves the right to utilise the extension periods at its discretion, and on a lot by lot basis.

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) Description

II.2.1) Title

Design and Fit Out, Manufacture and Install Services

Lot No

3

II.2.2) Additional CPV code(s)

- 45400000 - Building completion work
- 71220000 - Architectural design services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The Specific requirements this Lot will include the provision of design services from concept through to full detailed drawings for use in manufacture and installation. There will also be a build and refurbishment requirement that will involve the repair and maintenance of existing installations together with a requirement for new retail outlets, and related works throughout the HES estate.

For the full specification for this Lot please see the attached documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £1,000,000

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

system

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract duration is 24-months, with the option to extend for up to an additional two 12-month periods (2+1+1). The total possible contract length will therefore be 48 months. The Contracting Authority reserves the right to utilise the extension periods at its discretion, and on a lot by lot basis.

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

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

HES use Scotbis, an independent provider of business credit reports, to assess the financial standing of tenderers. The overall aim of this assessment is to ensure, as far as possible, that any potential Supplier will not have financial difficulties that endanger their ability to perform the Contract. If financial information cannot be gained from that source Historic Environment Scotland will request that you provide full audited accounts for the last two full financial year. If Suppliers cannot provide any of the assurances as detailed above, and it is determined by HES that your financial strength is not adequate, then your company may not pass the financial evaluation. If you can provide the assurances as detailed above, HES may explore these options with you before determining whether your company can be taken forward in this procurement exercise. Bank details may also be sought to support the above.

Minimum level(s) of standards possibly required

With reference to SPD (Scotland) question 4B.5, 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, which are applicable to all lots:

- Public Liability - minimum cover 10,000,000 GBP
- Employers' Liability - minimum cover 5,000,000 GBP
- Professional Risk Indemnity - minimum cover 1,000,000 GBP

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: 9

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

Originally published as:

Date

19 June 2024

Local time

12:00pm

Changed to:

Date

4 July 2024

Local time

12:00pm

See the [change notice](#).

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: 5 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

19 June 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 48 months from contract award

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

The Contracting Authority reserves the right to award this framework at its sole discretion to a single supplier or multiple suppliers on each Lot. The Contracting Authority reserves the right to award the framework in whole or in part or not at all.

The Contracting Authority offers no guarantee that any level of business or continuity of business will be transacted under the Framework Agreement and the Contracting Authority shall not be bound to place any orders or to provide continuity of orders under the Framework Agreement.

The Contracting Authority reserves the right to award the Lots separately, and to not award the framework in its entirety at the one time.

Bidders are advised that the envisaged maximum number of participants that might be appointed to the proposed Framework set out in section IV.1.3 of this Contract Notice is purely indicative. Historic Environment Scotland reserves the right to appoint more or less bidders than the envisaged number.

Historic Environment Scotland will not sign up to a supplier's terms and conditions and will not negotiate at either point of award or post contract award.

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=739961.

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:739961)

Download the ESPD document here:
https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=739961

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom