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Tender

## **Measured Term Contract – Controlled Door Entry Systems and Associated Works – Repairs and Servicing 2023-2025 (HO PM 23 033)**

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2023/S 000-015585

Procurement identifier (OCID): ocds-h6vhtk-03d304

Published 1 June 2023, 2:52pm

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

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

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

#### **Email**

[corporateprocurement@northlanarkshire.gov.uk](mailto:corporateprocurement@northlanarkshire.gov.uk)

#### **Telephone**

+44 1698302413

#### **Country**

United Kingdom

**NUTS code**

UKM84 - North Lanarkshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00010](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://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**

Measured Term Contract – Controlled Door Entry Systems and Associated Works – Repairs and Servicing 2023-2025 (HO PM 23 033)

Reference number

NLC-SLP-23-015

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

- 50610000 - Repair and maintenance services of security equipment

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

Services

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

This Tender Documentation is for the Measured Term Contract for the periodic servicing, maintenance and repair of Door Entry Systems and priority coded ad-hoc response orders for repair works necessitated by vandalism and sundry other works to domestic council properties. This includes all minor routine repairs and/or renewal of any components (minor or major) such as entry panels, handsets, replacement of doors etc as may be necessary. It also includes the provision of a call out repair service to all properties listed within the procurement documents. Services will require normal response repairs, immediate response repairs and planned maintenance works.

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The Contract will be in place for 12 months, with the option to extend for a maximum period of 12 calendar months (in 3 monthly periods). All works will be carried out within the geographical boundaries of North Lanarkshire Council.

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Bidders should note that it is possible that the Transfer of Undertakings(Protection of Employment)Regulations 2006(SI2006/246)("TUPE") may apply to this contract.

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Tenderers should also note that this Procurement is subject to a 10 days mandatory standstill period.

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

Value excluding VAT: £700,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 50000000 - Repair and maintenance services
- 50116100 - Electrical-system repair services
- 50610000 - Repair and maintenance services of security equipment

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

Geographical boundaries of North Lanarkshire Council

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

This Tender Documentation is for the Measured Term Contract for the periodic servicing, maintenance and repair of Door Entry Systems and priority coded ad-hoc response orders for repair works necessitated by vandalism and sundry other works to domestic council properties. This includes all minor routine repairs and/or renewal of any components (minor or major) such as entry panels, handsets, replacement of doors etc as may be necessary. It also includes the provision of a call out repair service to all properties listed within the procurement documents. Services will require normal response repairs, immediate response repairs and planned maintenance works.

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The Contract will be in place for 12 months, with the option to extend for a further 12 months (in 3 monthly periods). All works will be carried out within the geographical

boundaries of North Lanarkshire Council.

-

Bidders should note that it is possible that the Transfer of Undertakings(Protection of Employment)Regulations 2006(SI2006/246) (“TUPE”)may apply to this contract.

-

Tenderers should also note that this Procurement is subject to a 10 days mandatory standstill period.

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

Quality criterion - Name: End User Satisfaction / Weighting: 25%

Quality criterion - Name: Programme Adherence / Weighting: 25%

Quality criterion - Name: Health & Safety and Environmental / Weighting: 20%

Quality criterion - Name: Fair Work Practices / Weighting: 10%

Quality criterion - Name: Community Benefits / Weighting: 20%

Price - Weighting: 60

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

Value excluding VAT: £700,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

Initial contract will be for 12 months with optional additional 12 months (in 4 x 3 monthly periods)

2024 - If extension NOT utilised

2025 - If extension periods are utilised

**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**

Candidates should read and refer to the ITT, failure to comply with these instructions may result in a Candidate's submission being rejected.

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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.

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DEADLINE FOR QUESTIONS IS THURSDAY 22nd JUNE AT 17:00.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

SPDS Selection Criteria, Part IV Section A: Suitability

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4A.1 - Bidders must be registered or enrolled in the relevant professional or trade register kept in it's country of establishment (as described in Schedule 5 of Public Contracts (Scotland) Regulations 2015). Bidders are required to provide information relating to this, i.e. registration number, member number etc.

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4A.1.1 - If the relevant documentation is available electronically please indicate.

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Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e., 4A.1.

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Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4A.1, will be assessed as a FAIL and will be excluded from the competition.

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

List and brief description of selection criteria

4B.4 Bidders will be required to have an: "Acid Test" financial ratio of 1.00 and above.

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SPDS Selection Criteria, Part IV, Section B: Economic and Financial Standing  
4B.4,4B.4.1,4B.5.1b,4B.5.2 and 4B.5.3

Minimum level(s) of standards possibly required

The minimum acid-test ratio a company should have is 1:00. Bidders with a ratio of less than 1:00 will be assessed as a FAIL and will be excluded from the competition.

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The “Acid Test” financial ratio will be calculated as follows: Current Assets (minus stocks, inventories, and securities) / Current Liabilities.

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4B.5.1 Bidders must confirm they already have or commit to obtain prior to the commencement of the contract:

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Employers Compulsory Liability - 10M GBP for any one occurrence or series of occurrences arising out of one event.

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4B.5.2 Bidders must confirm they already have or commit to obtain prior to the commencement of the contract:

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Public Liability - 5M GBP for any one occurrence or series of occurrences arising out of one event.

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Product Liability - 5M GBP in the aggregate amount for any one period of insurance.

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Bidders identified for appointment to the contract will be required to either:

- Provide insurance certification evidence demonstrating that they have the minimum levels of insurance provision; or.

- Provide a letter / statement to the Council confirming that they will obtain all required insurance levels within 28 calendar days of receiving a Letter of Acceptance

This element will be assessed on a pass / fail basis.

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4B.5.3 - If the relevant documentation is available electronically please indicate.

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

List and brief description of selection criteria

SPDS Selection Criteria, Part IV Section C: Technical and Professional Ability

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SPDS Selection Criteria, Part IV Section D: Quality Assurance Schemes and Environmental Management Standards, 4D.1, 4D.2.

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Owing to the character limitations in this section of the Contract Notice it is not possible to provide all of the information relating to this section (III.1.3 in the Contract Notice).

Therefore the Objective and Non-Discriminatory Criteria for Questions 4C.6, 4D.1 and 4D.2 are set out in full in the SPDS and SPDS Minimum Requirements document, which can be accessed through the buyer attachment area within the portal.

Minimum level(s) of standards possibly required

4C.1-

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the Contract Notice or the relevant section of the Site Notice

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Question 4C.1 carries an overall weighting of 100% with 50% attributed to the first example and 50% attributed to example 2.

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You are required to provide 2 examples, at least one example shall be from the last 3 years.

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Your examples should be in line with the value, scope, size and complexity of these

services.

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Your response should address however, not be limited to, the following:

- Constraints and challenges of carrying out works at various properties over a wide geographical area;
- Delivery on time/project over runs and mitigating actions;
- KPI's agreed and actualised / delivered;
- Project management;
- Risk and mitigating actions for the project; and
- Community and stakeholder engagement and how public/ occupier interfaces were managed during the project.

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Bidders will be required to achieve an average minimum score of 50 for this question. An average minimum score of less than 50 will be assessed as a FAIL and will be excluded from the competition.

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4C.10 -

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

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Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to this question.

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Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e., 4C.

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Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4C will be assessed as a FAIL and will be excluded from the competition.

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#### 4D.1 -

1. The Bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

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OR

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2. The Bidder must meet the Criteria as detailed in SPDS Part IV, Question 4D.1 point 2, a-g.

3. The Bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

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OR

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4. The Bidder must meet the Criteria as detailed in SPDS Part IV, Question 4D.1 point 4, a-m.

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#### 4D.2 -

1. The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

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OR

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2. The Bidder must meet the Criteria as detailed in SPDS Part IV, Question 4D.2 point 2, a-g.

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Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e., 4D.

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Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4D will be assessed as a FAIL and will be excluded from the competition.

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

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

The Invitation to Tender (ITT) will contain the relevant contract performance conditions and requirements.

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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.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 130-320315](#)

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

Date

30 June 2023

Local time

12:00pm

**IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

30 June 2023

Local time

12:00pm

Place

Electronically within Civic Centre, Motherwell.

North Lanarkshire Council

Information about authorised persons and opening procedure

Procurement professional who is employed by North Lanarkshire Council

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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: 2024 if extension period not utilised  
or

2025 if extension periods are utilised

### **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 information required in Part II of the SPDS is for information only and will therefore not be assessed. The Council may however choose not to select Bidders who cannot provide basic company information.

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Bidders must ensure that they submit appropriate SPDS completed by other members of the group (if they are bidding as part of a group), others whose capacity they rely on, and known sub-contractors on whose capacity they do not rely on, to satisfy any aspect of the SPDS.

Bidders unable to complete SPDS Part IV: Concluding Statements may be excluded from the competition.

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The complete ITT, with no pages omitted, must be submitted in accordance with instructions given, and be signed by an authorised representative (i.e. company director, secretary or other person authorised by the Candidate to do so). If the signatory is not the Bidder then the Bidder must provide, at the time of submitting the ITT, written confirmation of the signatory's authority to submit the ITT. Bidders should note that all documents listed in ITT Section 12 "Checklist of Required Documents" must be fully completed and

submitted to ensure the submission is considered complete. Failure to do so may result in the submission being deemed non-compliant.

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Quality Questions - Minimum Score – If the average final score for any quality question response is below the minimum score requirement set for that question, then the submission response will be deemed non-compliant. For the avoidance of doubt, if any quality question is unanswered this will result in the bid being deemed non-compliant.

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**BIDDERS PLEASE NOTE:** Police Scotland identified a number of business areas which have a high risk of infiltration by Serious and Organised Crime groups; this contract belongs to one such area and as such the Authority reserves the right to include enhanced probity checks prior to any contract award, including sharing tenderer information with Police Scotland. The tender pack includes a schedule for the Declaration of non-involvement in serious organised crime; this is a mandatory tender submission requirement for all bidders.

**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=731882](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=731882).

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:

North Lanarkshire Council's policy on community benefits in procurement aims to consider whether community benefits can be included where it is making capital investments or services/goods are being purchased.

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An indication of the type of benefits which the Council expects is indicated within the ITT documents for this procurement exercise.

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Bidders will be required to provide details within their tender submission of the Community Benefits they will deliver if their tender submission is successful. It should be noted that the Community Benefit commitments made at tender stage may form a contractual obligation.

(SC Ref:731882)

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

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

Scottish Courts

Edinburgh

Country

United Kingdom