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Tender

## **Denbighshire County Council's Legionella Management Services**

Denbighshire County Council

F02: Contract notice

Notice identifier: 2022/S 000-015722

Procurement identifier (OCID): ocids-h6vhtk-034410

Published 8 June 2022, 10:03am

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

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

Denbighshire County Council

Wynnstay Road

Ruthin

LL15 1YN

#### **Contact**

Debby Pritchard

#### **Email**

[Legionella@denbighshire.gov.uk](mailto:Legionella@denbighshire.gov.uk)

#### **Telephone**

+44 7785474157

#### **Country**

United Kingdom

**NUTS code**

UKL13 - Conwy and Denbighshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0280](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0280)

**I.3) Communication**

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

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

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://supplierlive.proactisp2p.com/Account/Login>

**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**

Denbighshire County Council's Legionella Management Services

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

- 65130000 - Operation of water supplies

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

Services

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

Denbighshire County Council are seeking to invite and appoint a suitably accredited Water Hygiene Contractor for a bespoke call-off contract in which they'll undertake Legionella Management Services in accordance with ACoP L8 . Works will include , but are not limited to, Risk Assessments, Monitoring and TMV Servicing.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 71630000 - Technical inspection and testing services
- 65100000 - Water distribution and related services
- 45232430 - Water-treatment work

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

NUTS codes

- UKL13 - Conwy and Denbighshire

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

Denbighshire County Council are seeking to invite and appoint a suitably accredited Water Hygiene Contractor for a bespoke call-off contract in which they'll undertake

Legionella Management Services in accordance with ACoP L8 . Works will include , but are not limited to, Risk Assessments, Monitoring and TMV Servicing.

Suppliers shall note and understand the contract is on a call-off basis. This means that no guarantee of work is made, nor is any guarantee made of the volume of work, throughout the contract period.

The required services will span the county of Denbighshire and their Property Portfolio.

The contract will run for 2 years with the possibility of annual extensions to a maximum term of 6 years. Please refer to Invitation To Tender Documents for further information including TUPE information.

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

Quality criterion - Name: Project Specific Questions / Weighting: 45

Quality criterion - Name: Community Benefits / Weighting: 5

Price - Weighting: 50

#### **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

possibility of annual extensions to a maximum contract term of 6 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

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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

11 July 2022

Local time

12:00pm

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

English, Welsh

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

Date

11 July 2022

Local time

1:00pm

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## **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**

1. Log in to PROACTIS at <https://supplierlive.proactisp2p.com>
2. If you are already registered on the Proactis portal please Login and start at Step 14 of these instructions if not go to STEP 3
3. Click the “Sign Up” button at the bottom of the window
4. Enter your correct Organisation Name, address and Primary Contact Details. You will need to create the Organisation ID and User Name. If you have a generic email address for your organisation e.g. [tenders@xxx.co.uk](mailto:tenders@xxx.co.uk) then please use this as the primary contact email address.
5. Please make a note of the Organisation ID and User Name, then click “Register”
6. You will receive an email asking you to “Click here to activate your account”. This takes you to Enter Organisation Details.
7. Please enter the information requested, click the “>” on the screen and follow the instructions  
  
ensuring that you enter all applicable details.
8. In the Classification screen please ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice. Please ensure that the selected codes are relevant to your

business to ensure that you get notification of opportunities that are of interest.

9. In the Buyers screen please select Denbighshire County Council (you may register with other organisations if you wish)

10. In the Primary Contact Details screen please ensure that all information is complete. (Please see note 4 above)

11. Accept the Terms and Conditions and then click ">". This takes you to the Welcome window.

12. In the Finish screen please enter a new password and note all your Login details for future reference.

13. Now click "Complete Registration" and you will enter the Supplier Network page.

14. On the centre of the screen click "Opportunities". This will take you to the list of current opportunities available to you.

15. Click the ">" that relates to this notice, this will take you into the PQQ or Tender Request and click "Register Interest". Note there may be several opportunities that appear on this screen, please

ensure that you select the correct one.

16. In the "Your Opportunities" screen please note the closing time and date for completion of the relevant project. Please review the "Items" tab (Tender stage only) and the Documents tab (PQQ and Tender stages) as there will be information relating to the project held here. The Documents are accessed by clicking the down arrow underneath the General tab. Please ensure that you download all documents to your PC as you will be required to complete and upload some of them as part of your submission. There are instructions on how to complete your submission in the Guidance for Bidders document.

17. You can now either create your response", or "Decline" this opportunity.

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

As detailed in the tender documentation

(WA Ref:121656)

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

**VI.4.1) Review body**

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom