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Contract

Estate Management Services 2023

Forestry and Land Scotland

F03: Contract award notice

Notice identifier: 2023/S 000-016398

Procurement identifier (OCID): ocds-h6vhtk-039287

Published 9 June 2023, 11:33am

Section I: Contracting authority

I.1) Name and addresses

Forestry and Land Scotland

Great Glen House, Leachkin Road

Inverness

IV3 8NW

Email

procurement@forestryandland.gov.scot

Telephone

+44 3000676000

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

https://forestryandland.gov.scot

Buyer's address

 $\underline{https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA3037}\\1$

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Estate Management Services 2023

Reference number

FLS-0030-C

II.1.2) Main CPV code

77300000 - Horticultural services

II.1.3) Type of contract

Services

II.1.4) Short description

The Estate Management Services contract provides FLS' Commercial Development and Buildings teams with the additional resources and expertise required to meet organisational objectives and manage their wider assets and third-party requirements. The services required include a comprehensive range of professional estate management services

II.1.6) Information about lots

This contract is divided into lots: Yes

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £2,184,000

II.2) Description

II.2.1) Title

Building Surveying, Architectural & Project Services

Lot No

II.2.2) Additional CPV code(s)

- 71315300 Building surveying services
- 71000000 Architectural, construction, engineering and inspection services
- 71200000 Architectural and related services
- 71210000 Advisory architectural services
- 71220000 Architectural design services
- 71221000 Architectural services for buildings
- 71240000 Architectural, engineering and planning services
- 71250000 Architectural, engineering and surveying services
- 71251000 Architectural and building-surveying services
- 71242000 Project and design preparation, estimation of costs
- 71321000 Engineering design services for mechanical and electrical installations for buildings
- 79311100 Survey design services
- 79415200 Design consultancy services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

FLS has an ongoing requirement for professional Building Surveying, Architectural and Project Services. This includes:

- Buildings Surveys;
- Design studies;

- Specification of required works;
- Project delivery and contract administration from inception to completion;
- Feasibility studies; and
- The organisation and management of reactive works.

The Services required relate to Maintenance; Rationalisation; Refurbishment; Improvements; and New builds.

The Services may apply to any of FLS' buildings and will include offices, farms, deer larders, workshops, stores, houses, visitor centres and historic buildings.

II.2.5) Award criteria

Quality criterion - Name: Technical Questionaire / Weighting: 55

Price - Weighting: 45

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.

II.2) Description

II.2.1) Title

Land Agency Services

Lot No

2

II.2.2) Additional CPV code(s)

- 70120000 Buying and selling of real estate
- 77231500 Forest monitoring or evaluation services
- 79419000 Evaluation consultancy services
- 70000000 Real estate services
- 70110000 Development services of real estate
- 70123000 Sale of real estate
- 70123200 Sale of non-residential estate
- 70300000 Real estate agency services on a fee or contract basis
- 70330000 Property management services of real estate on a fee or contract basis
- 70121000 Building sale or purchase services
- 70121100 Building sale services
- 70122000 Land sale or purchase services
- 70122100 Land sale services
- 70122110 Vacant-land sale services
- 70310000 Building rental or sale services
- 70320000 Land rental or sale services
- 70322000 Vacant-land rental or sale services
- 70121200 Building purchase services
- 70122200 Land purchase services
- 70122210 Vacant-land purchase services
- 79211120 Sales and purchases recording services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

As managers of the extensive and diverse national forest estate, comprising a broad range of land and built assets and legal interests, FLS has an ongoing requirement for professional Land Agency Services relating to the following work areas:

| Disposals (excluding woodland disposals); |
|-------------------------------------------------------------------|
| Acquisitions; |
| Excambions; |
| Servitudes; |
| Wayleaves; |
| Leases; |
| Agreements; |
| Valuations linked to these Services; |
| Visitor centres and services; and |
| Other general estate management related advice and negotiations. |
| II.2.5) Award criteria |
| Quality criterion - Name: Technical Questionnaire / Weighting: 55 |
| Price - Weighting: 45 |
| 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.

II.2) Description

II.2.1) Title

Annual Asset Valuations

Lot No

3

II.2.2) Additional CPV code(s)

- 70000000 Real estate services
- 70110000 Development services of real estate
- 70120000 Buying and selling of real estate
- 70300000 Real estate agency services on a fee or contract basis
- 70330000 Property management services of real estate on a fee or contract basis
- 72224000 Project management consultancy services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

FLS has an ongoing requirement for professional Valuation Services. The specific services pertaining to this Lot, includes:

- To agree valuation methodology annually with FLS staff and auditors.

- To provide compliant valuation report encompassing the valuations below to the nominated FLS Contract Manager and other FLS staff as requested, engaging with FLS staff, undertaking site visits throughout Scotland as required by the agreed methodology and meeting milestones agreed at the beginning each annual valuation.
- Annual Forest and Land Valuations
- The valuation of productive woodland and solum, having regard to management data provided by FLS (growing timber is categorised as a biological asset for agricultural produce per IAS 41). These valuations are currently grouped as a) broadleaves b) confers and c) solum and reported as GBP/ha for each group, separately stated across the 5 FLS Regional areas. (FLS calculates actual values for the Annual Financial Statements by applying the given GBP/ha rate to area figures per FLS end of year data.)
- Site visits to around 20 sample forest blocks across Scotland to check accuracy of forest management data held in FLS systems
- Valuation of remainder of land in line with FLS' management data. This is grouped according to various land use classifications and the Service Provider will be required to determine the average values (GBP/ha), currently in the following headings: Specialist Crop, Subsidiary Plantable Crop, Subsidiary Unplantable Crop, Agricultural Land and Car Parks.
- Annual Lease Valuations
- The valuation of renewable energy leases for wind, hydro and battery schemes based on data provided by FLS.
- The valuation of a variety of leases for general commercial activities.
- Expressly excluded from this Lot is the valuation of telecommunication masts and mineral leases that are valued by others.
- Annual Building Valuations
- The valuation of a wide range of buildings. The buildings are grouped into five FLS Regional areas. One area will be considered in detail each year, with an indexation applied to the buildings in the other four Regions. The Region being reviewed will be rotated each year, ensuring a full revaluation of every building every five years.
- Site visits and inspections are expected to be carried out as required.
- Providing valuation expertise, advice, support and/or guidance in relation to methodology and values of land, buildings or others associated assets as requested by

FLS, their auditors or other parties on behalf of FLS from time to time. This will include attending meetings with FLS staff, auditors and others as relevant.

Facilitating the transition of valuation services to any successor Service Provider, this may include transfer of valuation documents.

Retaining all documents in secure storage for a period of 7 years. (As the valuation is for financial accounting purposes, all documents relating to the contract and its performance may be subject to audit review and must be kept for 7 years.)

II.2.5) Award criteria

Quality criterion - Name: Technical Questionnaire / Weighting: 55

Price - Weighting: 45

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.

II.2) Description

II.2.1) Title

Woodland Disposals

Lot No

4

II.2.2) Additional CPV code(s)

- 70122000 Land sale or purchase services
- 70122100 Land sale services

- 70122110 Vacant-land sale services
- 70123000 Sale of real estate
- 70123200 Sale of non-residential estate
- 70310000 Building rental or sale services
- 70320000 Land rental or sale services
- 70322000 Vacant-land rental or sale services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

The Service Provider will act in the capacity of consultants and shall advise FLS on the value of the land, the best route to market for the identified land and shall market and sell the land on behalf of FLS.

II.2.5) Award criteria

Quality criterion - Name: Technical Questionnaire / Weighting: 55

Price - Weighting: 45

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.

II.2) Description

II.2.1) Title

Minerals Consultancy and Management

Lot No

5

II.2.2) Additional CPV code(s)

- 14523100 Minerals
- 71313000 Environmental engineering consultancy services
- 71351200 Geological and geophysical consultancy services
- 71351210 Geophysical consultancy services
- 71351220 Geological consultancy services
- 71600000 Technical testing, analysis and consultancy services
- 71621000 Technical analysis or consultancy services
- 73220000 Development consultancy services
- 73200000 Research and development consultancy services
- 79419000 Evaluation consultancy services
- 90713000 Environmental issues consultancy services
- 70332100 Land management services
- 77231100 Forest resources management services
- 79420000 Management-related services
- 90710000 Environmental management
- 90712400 Natural resources management or conservation strategy planning services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

Forestry and Land Scotland (FLS) manages approximately 640,000ha across Scotland on behalf of the Scottish Ministers, which includes extensive rights to the minerals under the surface. Currently various sites with mineral interests are leased to minerals operators and worked as hardrock, sand and gravel quarries. In addition, a number of shorter term extraction licences and exploration agreements are granted to interested parties.

FLS seeks to obtain best value from the management of the assets under their control and to develop new income streams where possible. In order to assist them in this process FLS are seeking to appoint a minerals agent who is well engaged within the minerals industry to recommend and deliver potential new income streams.

II.2.5) Award criteria

Quality criterion - Name: Technical Questionnaire / Weighting: 55

Price - Weighting: 45

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.

II.2) Description

II.2.1) Title

Vacant and Derelict Land Consultancy

Lot No

6

II.2.2) Additional CPV code(s)

- 45112350 Reclamation of waste land
- 45112360 Land rehabilitation work
- 70122000 Land sale or purchase services
- 70122100 Land sale services
- 70122110 Vacant-land sale services
- 70122200 Land purchase services
- 70122210 Vacant-land purchase services
- 70320000 Land rental or sale services
- 70321000 Land rental services
- 70322000 Vacant-land rental or sale services
- 70332100 Land management services
- 90722300 Land reclamation services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

FLS requires additional support to provide technical advice, data and information on open

cast coaling and vacant and derelict land sites (VDL sites) with regards to woodland restoration on these sites. The sites include those within direct FLS ownership and those where FLS are working in Partnership with other landowners with the aim to acquire these sites once remediation work has completed. In addition the winning bidder will be required to provide input into guidance documents and technical discussions with regulatory bodies such as SEPA.

FLS requires technical advice on commercial forest soil restoration and planting on former open cast coaling sites, in particular the design of drainage and soil creation to set specifications for these sites. In addition technical input may be required in relation to the creation of FLS VDL remediation guidance documents and to aid discussions with regulatory bodies such as SEPA

II.2.5) Award criteria

Quality criterion - Name: Technical Questionnaire / Weighting: 55

Price - Weighting: 45

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.

II.2) Description

II.2.1) Title

Telecommunications: Landlord focused professional services

Lot No

7

II.2.2) Additional CPV code(s)

- 32412100 Telecommunications network
- 64200000 Telecommunications services
- 71316000 Telecommunication consultancy services
- 70320000 Land rental or sale services
- 70321000 Land rental services
- 70322000 Vacant-land rental or sale services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

Forestry and Land Scotland (FLS) hosts a large and expanding portfolio of telecom masts by all the main telecom Operators and broadcast/transmission enablers who provide commercial and emergency ("blue light") communication services. The portfolio comprises 175 exiting leases and this will increase substantially with the deployment of the Shared Rural Network (SRN) programme across Scotland.

FLS has an ongoing requirement for a suitably experienced Service Provider to act on behalf of, and advise, FLS on all landlord focused matters relating to the management of the existing portfolio of telecom leases and grant of new leases.

II.2.5) Award criteria

Quality criterion - Name: Technical Questionnaire / Weighting: 55

Price - Weighting: 45

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.

II.2) Description

II.2.1) Title

Strategic Planning & Development advice

Lot No

8

II.2.2) Additional CPV code(s)

- 71240000 Architectural, engineering and planning services
- 71356400 Technical planning services
- 77231900 Forest sectoral planning services
- 90712000 Environmental planning
- 90712200 Forest conservation strategy planning
- 90712400 Natural resources management or conservation strategy planning services
- 70332100 Land management services
- 77300000 Horticultural services

II.2.3) Place of performance

NUTS codes

· UKM - Scotland

Main site or place of performance

National

II.2.4) Description of the procurement

Forestry and Land Scotland (FLS) has an ongoing requirement for a suitably experienced Service Provider to act on behalf of, and advise, FLS on all matters relating to its planning and development matters on FLS landholding as required

II.2.5) Award criteria

Quality criterion - Name: Technical Questionnaire / Weighting: 55

Price - Weighting: 45

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.

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: 2022/S 000-035887

Section V. Award of contract

Lot No

1

Title

Building Surveying, Architectural & Project Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 May 2023

V.2.2) Information about tenders

Number of tenders received: 9

Number of tenders received from SMEs: 6

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 9

Number of tenders received by electronic means: 9

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Bell Ingram Design

Durn, Isla Road

Perth

PH2 7HF

Telephone

+44 1738621121

Fax

+44 1738630904

Country

United Kingdom

NUTS code

• UKM77 - Perth & Kinross and Stirling

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £795,000

Total value of the contract/lot: £795,000

Section V. Award of contract

Lot No

2

Title

Land Agency Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 May 2023

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Bell Ingram Design

Durn, Isla Road

Perth

PH2 7HF

Telephone

+44 1738621121

Fax

+44 1738630904

Country

United Kingdom

NUTS code

• UKM77 - Perth & Kinross and Stirling

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £689,000

Total value of the contract/lot: £689,000

Section V. Award of contract

Lot No

3

Title

Annual Asset Valuations

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 May 2023

V.2.2) Information about tenders

Number of tenders received: 2

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

BNP Paribas Real Estate

5 Aldemanbury Sq

London

EC2V 7BP

Telephone

+44 1738783351

Country

United Kingdom

NUTS code

• UK - United Kingdom

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £121,000

Total value of the contract/lot: £121,000

Section V. Award of contract

Lot No

4

Title

Woodland Disposals

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 May 2023

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

BNP Paribas Real Estate

5 Aldemanbury Sq

London

EC2V 7BP

Telephone

+44 1738783351

Country

United Kingdom

NUTS code

• UK - United Kingdom

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £186,000

Total value of the contract/lot: £186,000

Section V. Award of contract

Lot No

5

Title

Minerals Consultancy and Management

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 May 2023

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Wardell Armstong LLP

Suite 3/1 Great Michael House, 14 Links Place

Edinburgh

EH6 7EZ

Telephone

+44 1315553311

Country

United Kingdom

NUTS code

• UK - United Kingdom

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £117,000

Total value of the contract/lot: £117,000

Section V. Award of contract

Lot No

8

Title

Strategic Planning & Development advice

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 May 2023

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Graham + Sibbald

233 St Vincent Street

Glasgow

G2 5QY

Telephone

+44 1413321194

Country

United Kingdom

NUTS code

• UK - United Kingdom

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £78,000

Total value of the contract/lot: £78,000

Section V. Award of contract

Lot No

6

Title

Vacant and Derelict Land Consultancy

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 April 2023

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 3

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Savills UK Ltd

33 Margaret Street

London

W1G 0JD

Telephone

+44 2070163831

Country

United Kingdom

NUTS code

• UK - United Kingdom

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £57,000

Total value of the contract/lot: £57,000

V.2.5) Information about subcontracting

The contract is likely to be subcontracted

Value or proportion likely to be subcontracted to third parties

Value excluding VAT: £4,104

Proportion: 7 %

Section V. Award of contract

Lot No

7

Title

Telecommunications: Landlord focused professional services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 April 2023

V.2.2) Information about tenders

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Galbraith

16 St Catherine Street

Cupar

KY15 4HH

Telephone

+44 1334659984

Country

United Kingdom

NUTS code

· UKM - Scotland

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £93,000

Total value of the contract/lot: £93,000

V.2.5) Information about subcontracting

The contract is likely to be subcontracted

Value or proportion likely to be subcontracted to third parties

Value excluding VAT: £9,300

Proportion: 10 %

Section VI. Complementary information

VI.3) Additional information

(SC Ref:731101)

VI.4) Procedures for review

VI.4.1) Review body

The Inverness Justice Centre

Longman Road

| Inverness |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| IV1 1AH |
| Email |
| inverness@scotcourts.gov.uk |
| Telephone |
| +44 1463230782 |
| Country |
| United Kingdom |
| VI.4.3) Review procedure |
| Precise information on deadline(s) for review procedures |
| An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session. |
| Court of Session |
| Parliament House |
| Parliament Square |
| Edinburgh |
| EH1 1RQ |
| 0131 225 2595 |
| supreme.courts@scotcourts.gov.uk |