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Tender

## **P22-0001 Scottish Enterprise Place Portfolio - Net Zero Opportunity Assessment**

Scottish Enterprise

F02: Contract notice

Notice identifier: 2021/S 000-016764

Procurement identifier (OCID): ocds-h6vhtk-02c8ee

Published 16 July 2021, 12:25pm

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

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

Scottish Enterprise

Atrium Court, 50 Waterloo Street

Glasgow

G2 6HQ

#### **Contact**

Adam Cunningham

#### **Email**

[adam.cunningham@scotent.co.uk](mailto:adam.cunningham@scotent.co.uk)

#### **Telephone**

+44 1414686024

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.scottish-enterprise.com/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00398](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00398)

**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 Agency/Office

**I.5) Main activity**

Economic and financial affairs

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## **Section II: Object**

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

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

P22-0001 Scottish Enterprise Place Portfolio - Net Zero Opportunity Assessment

Reference number

P22-0001

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

- 71000000 - Architectural, construction, engineering and inspection services

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

Services

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

The purpose of this ITT is to appoint a supplier to provide consultancy services to Scottish Enterprise. The contract will provide a detailed assessment of the opportunities that are available to decarbonise the SE owned investment property portfolio together with a cost estimate and timeline for implementation.

It is anticipated that the contract will start c. 1 October 2021 and end 30 June 2022. The value of the contract is expected to be in the region of between GBP175,000 and GBP250,000, excluding VAT.

Further details can be found within the Invitation to Tender (ITT).

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

Value excluding VAT: £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)**

- 71300000 - Engineering services
- 71310000 - Consultative engineering and construction services
- 71314000 - Energy and related services
- 71314300 - Energy-efficiency consultancy services

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

NUTS codes

- UKM - Scotland

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

The purpose of this ITT is to appoint a supplier to provide consultancy services to Scottish Enterprise. The contract will provide a detailed assessment of the opportunities that are available to decarbonise the SE owned investment property portfolio together with a cost estimate and timeline for implementation.

It is anticipated that the contract will start c. 1 October 2021 and end 30 June 2022. The value of the contract is expected to be in the region of between GBP175,000 and GBP250,000, excluding VAT.

Further details can be found within the Invitation to Tender (ITT).

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

Quality criterion - Name: Project Methodology, Approach and Innovation / Weighting: 40%

Quality criterion - Name: Understanding of Project and General SE Requirements / Weighting: 25%

Quality criterion - Name: Project Team and Organisational Structure / Weighting: 15%

Quality criterion - Name: Delivery Programme / Weighting: 15%

Quality criterion - Name: Fair Work First / Weighting: 5%

Price - Weighting: 40

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

Value excluding VAT: £250,000

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

Duration in months

9

This contract is subject to renewal

No

### **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.

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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

Statement for question 4B.1.2 - Bidders will be required to have an average yearly turnover of a minimum of GBP500,000 for the last TWO years.

Statement for 4B.4:- Bidders will be required to state the value(s) for the following financial ratio(s): Liquidity Ratio. This must be greater than or equal to 0.80. The Liquidity Ratio is calculated as Current Assets minus inventory (stock) dividend by current liabilities for each of

the last TWO years and the average of these equals the ratio.

Statement for 4B.5.1:- Bidders will be required to confirm whether they already have or can commit to obtain, prior to the commencement of the contract, the appropriate insurance for this contract. Bidders that do not already have, or cannot commit to obtain insurances may be excluded from further participation in this procurement exercise.

Employer's (Compulsory) Liability Insurance - GBP5,000,000

Professional Indemnity Insurance - see details within ITT Section 3

Public Liability Insurance - see details within ITT Section 3

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

List and brief description of selection criteria

Statement for 4C.1.2 – Bidders will be required to provide TWO examples that demonstrate that they have the relevant organisational experience to deliver the services as described in Scope within Section 3 of the Invitation to Tender (ITT). These examples will be evaluated on a PASS/FAIL basis. Pass equals providing TWO examples detailing relevant experience to deliver the services. Fail equals failure to provide TWO examples detailing relevant experience to deliver the services. Bidders can submit examples in a separate document to the Single Procurement Document (SPD) if they wish to allow sufficient room to provide the necessary details - these should however be appropriately referenced.

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

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

Please see the Invitation to Tender (ITT) document.

### **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

20 August 2021

Local time

11:00am

#### **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: 3 (from the date stated for receipt of tender)

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

Date

20 August 2021

Local time

12:00pm



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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

Statement for 2A.17 – Form of Participation (Notably as part of a group, consortium, joint venture or similar). Any contract will be entered into with the nominated lead organisation and all members of the consortium, who will in these circumstances each be required to execute said contract together with all ancillary documentation, evidencing their joint and several liability in respect of the obligations and liabilities of the contract. It will be for members of the consortium to sort out their respective duties and liabilities amongst each other.

For administrative purposes, any associated documentation will be sent to the nominated lead organisation.

Statement for 2D.1.2 – If the bidder proposes to subcontract any part(s) of the service, they should arrange for a separate SPD response from each potential subcontractor (only Part II, Sections A and B, and Part III need to be completed for potential subcontractors however).

General note - Dates and other information contained in this notice are communicated as being indicative only and may be subject to change. The contracting authority does not bind itself to accept the lowest or any offer. The contracting authority reserves the right to accept part of one or more offers. The contracting authority will not be liable for any costs incurred by those expressing an interest in or tendering for this contract. Compliance with all relevant legislation is required during the tendering process and the terms of any resulting contract. Bidders may be required to attend for interview. Any contract awarded will be subject to the law of Scotland. The contracting authority reserves the right to source the services through existing framework agreements. The contracting authority reserves the right to assign all or part of any contracts resulting from the process.

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=657807](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=657807).

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.

(SC Ref:657807)

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

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

Glasgow Sheriff Court

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/glasgow-sheriff-court-and-justice-of-the-peace-court>

### **VI.4.2) Body responsible for mediation procedures**

Scottish Government Single Point of Enquiry

Procurement and Commercial Division, 5 Atlantic Quay, Broomielaw

Glasgow

G2 8LU

Email

[SPOEprocurement@gov.scot](mailto:SPOEprocurement@gov.scot)

Country

United Kingdom

Internet address

<https://www.gov.scot/publications/single-point-of-enquiry/>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

In the first instance, suppliers with any concerns are asked to contact the Head of Procurement and Facilities Management - Philip Martin - [enquiries@scotent.co.uk](mailto:enquiries@scotent.co.uk)

### **VI.4.4) Service from which information about the review procedure may be obtained**

Scottish Government Single Point of Enquiry

Procurement and Commercial Division, 5 Atlantic Quay, Broomielaw

Glasgow

G2 8LU

Email

[SPOEprocurement@gov.scot](mailto:SPOEprocurement@gov.scot)

Country

United Kingdom

Internet address

<https://www.gov.scot/publications/single-point-of-enquiry/>