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Tender

## **Supply and Installation of Internal & External Hand / Grab Rails for North Ayrshire Mainland, Arran and Cumbrae**

North Ayrshire Council

F02: Contract notice

Notice identifier: 2022/S 000-017209

Procurement identifier (OCID): ocids-h6vhtk-0349de

Published 23 June 2022, 2:37pm

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

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

North Ayrshire Council

Cunninghame House, Friars Croft

Irvine

KA12 8EE

#### **Email**

[procurement@north-ayrshire.gov.uk](mailto:procurement@north-ayrshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM93 - East Ayrshire and North Ayrshire mainland

#### **Internet address(es)**

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00337](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337)

### **I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.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**

Supply and Installation of Internal & External Hand / Grab Rails for North Ayrshire Mainland, Arran and Cumbrae

Reference number

NAC/5089

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

- 44220000 - Builders' joinery

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

Supplies

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

North Ayrshire Council requires the supply and installation of internal & external hand / grab rails and bannisters for North Ayrshire Mainland, Arran and Cumbrae.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 44230000 - Builders' carpentry
- 44220000 - Builders' joinery
- 44221000 - Windows, doors and related items

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

North Ayrshire Mainland + Isles of Arran & Cumbrae

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

North Ayrshire Council requires the supply and installation of internal & external hand / grab rails and bannisters for North Ayrshire Mainland, Arran and Cumbrae.

The duration of the contract will be for 3 years with the option to extend for an additional 12 months at the Council's sole discretion.

There are currently two contracts due to expire on 18th August 2022 which will be merged to form this new contract.

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

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The duration of the contract will be for 3 years with the option to extend for an additional 12 months at the Council's sole discretion.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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

List and brief description of conditions

If required, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established.

Bidders must confirm if they hold the particular authorisation or memberships.

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

List and brief description of selection criteria

Bidders will be required to have a minimum yearly “specific” turnover of (185,956.50)GBP for the last 3 years in the business area covered by the contract.

North Ayrshire Council reserve the right to review the bidders financial information including information from credit reference agencies at tender stage and throughout the life of the contract, and seek clarifications if necessary. If clarifications are not satisfactory the bidder may be excluded from the tender process.

Bidders who cannot meet the required level of turnover will be excluded from this tender.

Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer’s (Compulsory) Liability Insurance = [5,000,000]GBP in respect of any one event

<http://www.hse.gov.uk/pubns/hse40.pdf>

Public Liability Insurance [5,000,000]GBP in respect of any one event

Product Liability Insurance [5,000,000]GBP in the aggregate

Third-Party Motor Vehicle Insurance

### III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders are required to provide a minimum of 2 examples of supply contracts carried out in the past 3 years that demonstrates they have the relevant experience to deliver the supplies described in the Contract Notice. The supplies must be of a similar size and scope with a minimum value of 70,000 GBP. Unsatisfactory experience will result in exclusion from the tender process.

Bidders must also provide 2 satisfactory references for the same 2 contracts on the reference templates provided. References must be completed and signed by previous customers for contracts of a similar value, size and scope. If any of the referees score the bidder less than 2 the bidder will be excluded from the tender process.

Completed experience and reference templates must be zipped and uploaded at question 4C.1 of the qualification envelope.

Bidders are required to confirm details of the technicians or technical bodies who they can call upon, especially those responsible for quality control.

Bidders who intend to use a supply chain to deliver the requirements detailed in the Contract Notice, must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

- a) their standard payment terms.
- b) 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

Bidders unable to confirm (b) must provide an improvement plan, signed by their Director, which improves payment performance.

Bidders are required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

- a completed copy of the Bidder 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

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

Bidders who intend to subcontract more than 25% to any individual organisation must ensure the SPD (Scotland) - Subcontractors Supplier Response is completed and uploaded at question 2C.1 of the qualification envelope.

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

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

KPIs for the contract are as follows:

1. Quarterly reports to the service covering installation time from receipt of order, number of installations and any compliance issues. Report to include spend to date and a breakdown in items.
2. Quarterly review of reported complaints from Service Users.
3. Supplier must provide a monthly report to the service detailing VAT exclusions that have been applied for disabled persons.
4. North Ayrshire Council will reserve the right to meet with suppliers to dissolve any issues as and when required.
5. 90% of installations / repairs completed within the stated timescale. Confirmation of receipt of any order must be made within 24 hours of receipt.

For non-urgent requirements works must be completed within 28 days.

For urgent requirements works are expected to be completed within 48 hours or sooner where possible.

Community benefits are voluntary and any offered benefits will become contractual at tender award and will be monitored.

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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

25 July 2022

Local time

12:00pm

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

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

Date

25 July 2022

Local time

12:00pm



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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: 6 months prior to contract expiry

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

### **VI.3) Additional information**

Lots are not being used for this tender for the reason(s) stated below:

Nature of the contract not suitable for lots.

Delivery of the contract is location specific.

Quality Management Procedures

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) or a documented policy regarding quality management, see attachment at SPD question 4D.1.

Health and Safety Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with ISO 45001 (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 or the bidder must have a regularly reviewed and documented policy for Health and Safety management, see attachment at SPD question 4D.1.

Environmental Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or the bidder must have a regularly reviewed documented policy regarding environmental management, see attachment at SPD question 4D.2.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21627.

For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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:

Community benefits will be required on a voluntary basis for:

1. Fair Work: promotion of job opportunities within North Ayrshire; employability targets for specific priority groups.
2. Upskilling (including curriculum development): work experience placements; taster sessions; training opportunities; work within education establishments.
3. Entrepreneurial, Inclusive and Sustainable Economy: monitoring spend within North Ayrshire; with micro, small and medium enterprises; and the Third Sector.
4. Wish List: delivery of community and Third Sector requests for support from the NAC Community Benefit Wish List.  
(<http://northayrshire.community/community-benefits-wishlist-application-form/>)

(SC Ref:697707)

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

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

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Telephone

+44 1563550024

Country

United Kingdom

Internet address

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