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Tender

## **Community Engagement & Behaviour Change in Relation to Avenues Plus Project - Block S**

Glasgow City Council

F02: Contract notice

Notice identifier: 2021/S 000-017437

Procurement identifier (OCID): ocds-h6vhtk-02b6e1

Published 23 July 2021, 8:55am

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

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

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

#### **Contact**

Steve Chandler

#### **Email**

[steven.chandler@glasgow.gov.uk](mailto:steven.chandler@glasgow.gov.uk)

#### **Telephone**

+44 1412876907

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

**I.3) Communication**

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

<http://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

<http://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**

## Community Engagement & Behaviour Change in Relation to Avenues Plus Project - Block S

Reference number

GCC005385CPU

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

- 73110000 - Research services

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

Services

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

Glasgow City Council is seeking to appoint a suitably qualified lead consultant to manage a multi-disciplinary team to carry out community engagement and behaviour change activities to inform a design contract the focus of which is the implementation of active travel solutions in four Glasgow locations. More information is available in the accompanying High-Level Scope of Requirements document.

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

Value excluding VAT: £540,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 73110000 - Research services
- 71311000 - Civil engineering consultancy services
- 71311200 - Transport systems consultancy services
- 71311300 - Infrastructure works consultancy services
- 71530000 - Construction consultancy services
- 73000000 - Research and development services and related consultancy services

- 73200000 - Research and development consultancy services
- 73210000 - Research consultancy services
- 75200000 - Provision of services to the community
- 79416200 - Public relations consultancy services
- 98133100 - Civic betterment and community facility support services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow City

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

Glasgow City Council is seeking to appoint a suitably qualified lead consultant to manage a multi-disciplinary team to carry out community engagement and behaviour change activities to inform a design contract the focus of which is the implementation of active travel solutions in four Glasgow locations.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £540,000

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

Duration in months

51

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

It is anticipated that the 6 highest scoring bidders will be invited to tender, where 6 bidders can be identified as having met the minimum

criteria for consideration.

Where there is a score differential of less than 2% between the sixth placed bidder and subsequent ranking bidders, those lower ranking

bidders will also be shortlisted and invited to tender, up to a maximum of 8 bidders in total. Only if there is a tie at 8 bidders will more than 8 bidders be invited to tender as all the tied bidders will be invited to tender.

#### **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**

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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

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

As specified in the Invitation to Tender.

#### **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

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted 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: [2021/S 000-012143](#)

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

Date

30 August 2021

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

1 October 2021

#### **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)

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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 invoicing will be accepted

Electronic payment will be used

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

At SPD stage:

1) Health & Safety — the H&S Questionnaire is in the attachments section of PCS-T. Bidders must complete the H&S Questionnaire as part of their SPD submission. Responses to the H&S Questionnaire will be evaluated as pass/fail.

2) Quality Assurance and Environmental Management Standards - SPD Questions 4D.1, 4D1.1, 4D1.2, 4D2, 4D2.1 & 4D2.2: bidders must hold the certificates or comply with the questions noted in Section 4D of the SPD Statements document. Evidence will be requested at the Request for Document stage of the evaluation (see item 10 below) and will be requested only of the preferred bidder. The submission of this evidence is mandatory and will be evaluated as a pass/fail.

3) Applicants who do not comply with the financial requirements as stated in the Invitation to Participate document but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated. A Parent Company Guarantee form is included in the attachments area of PCS-T should this be required.

4) Freedom of Information Act - Information on the FOI Act is contained in Appendix A of the Invitation to Participate document.

Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI Certificate contained in the attachments area within the PCS-T portal (NB the council does not bind itself to withhold this information).

If the bidder is successful to be taken forward to ITT stage, the following will be required at ITT stage:

- 5) Collateral warranties may be required. This will be detailed at ITT stage.
- 6) Tenderers Amendments - The tenderer must enter any clause, condition, amendment to specification or any other qualification he may wish to make conditional to their offer. Bidders will be required to complete the tenderers amendment certificate contained in the attachment area within PCS-T portal.
- 7) Prompt Payment - The successful tenderer shall, as a condition of being awarded the tender, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these services are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the tenderer) be paid within 30 days of receipt. Bidders will be required to complete the prompt payment certificate contained in the attachment area within PCS-T portal.
- 8) Bidders will be required to complete the Non-Collusion certificate contained in the attachments area within the PCS-T portal.
- 9) Bidders will be required to complete an Fof certificate at ITT stage (as well as SPD stage as detailed in item 3 above).
- 10) Request for Documentation: Once the Evaluation of Price & Quality is complete, the recommended Bidder will be expected to provide all documentation as specified in the SPD. When the Request for Documentation is made, Bidders must supply the relevant information within 3 working days. Failure to provide this information within the specified time may result in your bid being rejected and the Council proceeding with the procurement exercise to the next appropriate bidder.
- 11) Terms and conditions for this contract will be Glasgow City Council consultancy terms and conditions. Full details at ITT stage.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 19232. 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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

As detailed in the Invitation to Tender.

(SC Ref:661194)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom

Internet address

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