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Tender

## **uPVC Windows & Doors Supply Framework**

Home Fix Scotland

F02: Contract notice

Notice identifier: 2022/S 000-017641

Procurement identifier (OCID): ocds-h6vhtk-034b8f

Published 28 June 2022, 3:02pm

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

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

Home Fix Scotland

Clyde View, 22 Pottery Street

Greenock

PA15 2UZ

#### **Email**

[procurement@riverclydehomes.org.uk](mailto:procurement@riverclydehomes.org.uk)

#### **Telephone**

+44 8000132196

#### **Country**

United Kingdom

#### **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

<http://riverclydehomes.org.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA12102](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12102)

**I.3) Communication**

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

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

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

uPVC Windows & Doors Supply Framework

Reference number

HFS028

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

- 44221100 - Windows

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

Supplies

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

Home Fix Scotland are seeking to appoint three highly competent and experienced suppliers to become a party to a 'uPVC Window & Door Supply' framework.

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

This contract is divided into lots: No

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

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

- 44221200 - Doors
- 44221000 - Windows, doors and related items

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Inverclyde

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

Home Fix Scotland are seeking to appoint three highly competent and experienced contractors to become a party to a 'Supply of UPVC Window & Doors' framework. The purpose of this framework is to assist Home Fix Scotland in ensuring our parent company River Clyde Homes properties are kept up to the required standard.

River Clyde Homes is a 'not for profit' affordable housing provider that owns and manages over 5,800 homes and provides factoring services to a further 2,200 homes in the Inverclyde area.

For Ad-hoc requirements, HFS will supply the successful bidder with the relevant measurements and the windows/doors must be manufactured and delivered to HFS' depot at Springkell Street, Greenock, within 15 working days of instruction.

For planned 'Full House' window / door supply, the preferred bidder will be responsible for undertaking the site measurements, manufacture, and subsequent delivery times and locations will be agreed with the relevant lead officer on the project. After the initial instruction from HFS it will be the bidder's responsibility to contact the tenant to arrange access to the property.

The technical specification that the windows and doors require to adhere to are provided within Appendix F 'Technical Specification'.

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

Quality criterion - Name: Contract Management / Weighting: 30.00%

Quality criterion - Name: Community Benefits / Weighting: 5.00%

Quality criterion - Name: Fair Work First / Weighting: 5.00%

Quality criterion - Name: Data Protection / Weighting: Pass/Fail

Price - Weighting: 60.00%

## **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

The contract will run for an initial 2-year period. HFS may wish, at its sole discretion, to extend any resultant agreement for a further 2, 12 month periods subject to the agreement of the successful bidder.

#### **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

List and brief description of selection criteria:

SPD Question 4B.5.1

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

Employers Liability Insurance = 5m GBP

4B.5.2

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

Public Liability Insurance = 5m GBP

#### 4B.6

The bidder's company name and registration number will be used to obtain a financial risk assessment report from Dun & Bradstreet. Only companies that are deemed to be financially stable, on the strength of their financial report will be eligible to be a party to the contract. It is the tenderers responsibility to ensure that the information held by Dun & Bradstreet is up to date at the time of submission. If you prefer to have this assessment carried out in respect of a guarantor, such as an ultimate parent body, then you may elect for this option and details of the guarantor should be provided. Bidders should provide their company registration number in the space provided in the SPD.

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

List and brief description of selection criteria

#### SPD Question 4C.1.2

Bidders require to provide three examples of the successful delivery of contracts that are close in nature and scope to HFS's requirement. Bidders require to describe the scope of the contracts, what their responsibilities are / were, what the scale of the contract was, and how they have performed within the contract.

Bidders will also be required to provide written references from two of the three clients listed with their tender response. The references should provide a summary of the works undertaken and indicate the clients own satisfaction levels with the quality of service they received. (Pass/Fail)

#### 4C.2

Bidders are required to provide details of the operatives (not management staff) who will be involved in performing the contract in the event of a successful bid. This should include staff numbers and a general statement in relation to their core skills, qualifications, accreditations, experience and competency

#### 4C.6.1

Bidders are required to provide details of the relevant experience and educational and professional qualifications held by your managerial staff (Pass/Fail)

#### 4C.9

Bidders are required to provide details of the relevant tools, plant or technical equipment available to you in relation to the manufacture and supply of uPVC windows and doors.

#### 4C.10

Bidders are required to provide details of the proportion of the contract that you intend to subcontract and provide details of the sub-contractors you intend to sub-contract these works to. If the bidder has decided to subcontract a core part of the contract then a separate SPD for such subcontractors must be completed.(Info only)

#### 4C.12

Bidders are required to confirm whether they will be able to provide written certification that proves that their windows and doors meet the technical specification and standards required. These are detailed in Appendix F 'Technical Specification'. (Pass/Fail)

Minimum level(s) of standards possibly required

#### 4D.1

Bidders require to confirm whether they are able to produce certificates drawn up by independent bodies attesting that the bidder holds a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001. Or A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has, and continues to implement, a quality management policy that is authorised by their Chief Executive, or equivalent, which is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

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

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

The contract will be subject to formal Key Performance Indicators, which are detailed within the attached tender 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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

#### **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

29 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: 3 (from the date stated for receipt of tender)

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

Date

29 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: June 2026

### **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**

Tenders must be submitted electronically via the Public Contracts Scotland (PCS) Electronic Tender Post Box. Any response not submitted via the post box will not be considered. Any questions in relation to the tender must be raised via the 'Question & Answer' function of the PCS website.

Tenderers should ensure they read the guidance provided in the tender document, and in the 'SPD Guidance Document' attached to the notice, in relation to the completion of the Single Procurement Document (SPD).

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=698598](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=698598).

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.

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:

Bidders require to set out what specific, tangible, community benefits they will bring to the Inverclyde area in the event of a successful bid. These benefit's may address (but are not limited to), targeted recruitment & training; equal opportunities; supply-chain initiatives; environmental initiatives (recycling), community consultation; contributions to education; the promotion of social enterprises; and resources for community initiatives. These benefits must be specific to this contract and not part of a wider Corporate Social Responsibility (CSR) programme. 5% of the total tender score will be allocated to this award criterion.

(SC Ref:698598)

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

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

Greenock Sheriff Court and Justice of the Peace Court

Greenock

Country

United Kingdom