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Tender

Govan HA Legal Services 2025

Govan Housing Association Limited

F02: Contract notice

Notice identifier: 2025/S 000-018149

Procurement identifier (OCID): ocds-h6vhtk-050a9e

Published 30 April 2025, 4:23pm

Section I: Contracting authority

I.1) Name and addresses

Govan Housing Association Limited

35 McKechnie Street

Glasgow

G51 3AQ

Email

corporate.services@govanha.org.uk

Telephone

+44 1414400308

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.govanha.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12342

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Govan HA Legal Services 2025

Reference number

6410

II.1.2) Main CPV code

- 79100000 - Legal services

II.1.3) Type of contract

Services

II.1.4) Short description

The successful Candidate will be responsible for the services to be undertaken comprising the provision of Legal Services for the Employer, including their subsidiaries, as detailed in the Description of Services & Requirements (refer Tender Doc Schedule 2).

The successful bidder will be required to provide advice and services for the following: Employment Law; General Legal, Contractual, Procurement, Construction, Acquisitions & Property Conveyancing; Housing and Estate Management which includes Factoring and Mid-Market Rent; Governance, Financial Management and Charity; and Development.

The programme and sequence of services will be determined by the Employer, the Employer accepts no liability as to the actual amount or sequence of services that will be ordered, or the value thereof.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79110000 - Legal advisory and representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

G51

II.2.4) Description of the procurement

The tender documents comprise the SPD document [minimum selection standards] available via the SPD Module in the Contract Notice on PCS; this Tender Document (ref 6410, contract & tender pricing document); and the Tender Quality Questionnaire [TQQ].

The tender documents evaluated will comprise the SPD, your quality score for the TQQ; and the Contract Sum stated on the Form of Tender.

The submitted SPD will be assessed as a pass or fail to identify consultants who meet the criteria. Only those consultants who achieve an SPD pass will have their tender quality and cost considered/ evaluated

The criteria for scoring will be to reach a total percentage score as follows:

Price (tender- contract sum)- deducting 1% from 100 for every percentage point each tender sum is in excess of the lowest tender sum, prior to weighting.

Quality- out of 100 for your TQQ submission, ranked in relation to the other candidates.

The candidates will be scored relative to each other (best answer scoring highest), based on the Employer's individual aspirations/ requirements and the information provided by the candidate(s).

II.2.5) Award criteria

Quality criterion - Name: TQQ Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The initial contract period will be on or after 1st June 2025 to 31st May 2028, with options to extend the contract solely at the Employer's discretion on an annual basis thereafter to 31st May 2030.

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

Refer Instructions in the tender document at pages 3-10

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

Legal services in Scotland including court

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.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Legal services including court

III.2.2) Contract performance conditions

Refer tender documents attached

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

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

2 June 2025

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

2 June 2025

Local time

2:00pm

Place

Govan HA, 35 McKechnie Street, Govan, Glasgow G51 3AQ

Information about authorised persons and opening procedure

Staff and Board members in accordance with Govan HA tendering procedures

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

Refer Instructions in tender document

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=797588.

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.

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:

Refer tender documents

(SC Ref:797588)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=797588

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9TW

Email

glasgow@scotcourts.gov.uk

Telephone

+44 1414298888

Country

United Kingdom

Internet address

www.scotcourts.gov.uk