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Tender

## **Provision of Passivhaus Design Team Consultancy services**

Loreburn Housing Association

F02: Contract notice

Notice identifier: 2021/S 000-018817

Procurement identifier (OCID): ocds-h6vhtk-02d0ef

Published 4 August 2021, 5:05pm

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

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

Loreburn Housing Association

Huntingdon, 27 Moffat Road Dumfries

DUMFRIES

DG1 1NN

#### **Contact**

Graham Robertson

#### **Email**

[GrahamR@loreburn.org.uk](mailto:GrahamR@loreburn.org.uk)

#### **Telephone**

+44 1387321300

#### **Country**

United Kingdom

**NUTS code**

UKM92 - Dumfries & Galloway

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA14442](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA14442)

**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](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)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.publiccontractsscotland.gov.uk](http://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**

Provision of Passivhaus Design Team Consultancy services

Reference number

LOR/GR/PHDT/002

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

- 71530000 - Construction consultancy services

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

Services

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

Provision of Design Team consultancy services for the delivery of Passivhaus Standard Affordable Housing projects across various sites within Dumfries & Galloway including Kirkcudbright (up to 60 units), Dumfries (up to 50 units) and Gatehouse of Fleet (up to 14 x units)

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

Value excluding VAT: £1,000,000

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

This contract is divided into lots: No

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

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

- 71530000 - Construction consultancy services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Various sites across Dumfries & Galloway

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

The provision of Architect led Design Team consultancy services from the concept design and detailed design through to delivery of Affordable Housing projects. Services to include Architect, Landscape Architect, Engineer (Civil, Structural and M & E), Quantity Surveyor, Employer's Agent and Principal Designer

### **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: £1,000,000

### **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

12 month extension solely at the discretion of Loreburn HA

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

This Procurement will be carried out using the Restricted Procedure. All queries about this procurement must be made via the PCS Portal

question and answer facility.

The process we will apply will be:

Statements including the specific requirements can be found within Section III.1.1, III.1.2 and III.1.3 of the Contract Notice.

All Bidders must pass the minimum standards sections of the ESPD (Scotland).

Part III. and Section B of Part IV will be scored on a pass/fail basis, and Section C of Part IV of the ESPD (Scotland) will be scored in the

following way:

Excellent 5 Excellent level of relevant information with no information missing. Excellent level of confidence in the robustness of the

answer to the question with no reservations. Excellent prospect of delivering on stated outcomes and adding value and efficiencies with no

reservations. Overall excellent answer which gives no cause for concern.

Good 4 Very good level of relevant information provided with little information missing. Very good level of confidence in the robustness

of the answer to the question with few reservations. Very good chance of delivering the outputs stated and delivering efficiencies. Overall a

very good response which gives little cause for concern.

Satisfactory 3 Satisfactory level of relevant information provided. Reasonable level of confidence in the robustness of the answer to the

question. Answer will deliver the outputs stated but some reservations. Overall a reasonable response but which raises some concerns.

Poor 2 Poor information provided below level expected. Some confidence in the robustness of the answer to the question. Answer has a

chance of delivering the outputs stated. Overall a poor response which raises some concerns.

Unsatisfactory 1 Unsatisfactory little relevant information provided. Very little confidence in the robustness of the answer to the question.

Answer has very little prospect of delivering the outputs stated. Overall an unsatisfactory response which causes significant degree of concern.

#### **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

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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

Bidders are required to be regulated and/or authorised (as appropriate) to practice by the relevant professional regulatory body or bodies in

the discipline(s) in which they practice

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

Minimum level(s) of standards possibly required

Bidders will require to have a combined average yearly turnover of 750,000.00 GBP for the last 3 years.

Question 4B.1.1: Where turnover information is not available for the period requested, the bidder will be required to state the date which they were set up or started trading.

Question 4B.5.1: Bidders must hold, or can commit to obtain prior to commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's Liability 5,000,000 GBP

Public Liability 2,000,000 GBP

Professional Indemnity 2,000,000 GBP (Architect & Engineers)

Professional Indemnity 2,000,000 GBP (QS, Employer's Agent, Landscape Architect and Principal Designer)

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

List and brief description of selection criteria

List and brief description of selection criteria:

See Below:

ESPD Evaluation

ESPD Question 4C.1.2=80%

ESPD Question 4C.6=10%

ESPD Question 4C.6.1=10%

Minimum level(s) of standards required:

4C.1.2 The Bidder is required to provide four examples that demonstrate they have the relevant experience to deliver the service. Examples must be from within the last three years.

For each example, bidders should provide:

Client details, including contact, address, telephone number and email

A description of the works including key issues and problems encountered and how you overcome them.

Contract values - tendered value and actual final value, with explanation of difference

Start and completion dates, detailing any variations

In addition, please attach referees for the examples used in this question. Please note referees will be contacted. If Bidder's do not provide four examples of experience or

references, or the list of Contracts and referees, this will be a non-compliant request to participate and the submission will be excluded from participation in the tender.

Bidders should provide a maximum of 4 single sided, A4 pages per example.

This is a scored question with a weighting of 80%

ESPD Question 4C.6: Information provided should include all disciplines included within the Design Team requirements.

ESPD Question 4C.6.1: Information provided should include all disciplines included within the Design Team requirements.

### **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

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

As per the ITT Documents and Appendices

#### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### **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

6 September 2021

Local time

12:00pm

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

20 September 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: 3 (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**

The buyer has indicated that it will accept electronic response 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.

Mandatory 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 required community benefits has been provided within the ITT.

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:

Loreburn Housing Association is committed to leveraging all of its activity to promote inclusive growth and benefits for all of our

communities. To this end, the Association wishes to collaborate with suppliers to achieve and implement robust, proportionate and relevant

Community Benefits in relation to combating social exclusion and deprivation by

promoting opportunities for training and employment for

the long term unemployed within the Loreburn Housing Association geographical area.

The Supplier must be able to demonstrate its intention to integrate trainees and long term unemployed persons into the labour market

without distinction of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership

and pregnancy and maternity.

Loreburn Housing Association also specifically wishes to encourage and intends to support the education and training of young people in

order that they can be equipped to work successfully in the Building Industry. The supplier is, therefore, required to recruit and train such young people.

Accordingly, the Supplier as part of the Tender submission shall provide the Association with a Training Method Statement, detailing how

they will aim to achieve and manage the training and employment objectives during the Contract Period:

Tenderers who are unable to comply fully may be rejected. Every vacancy relating to the Framework is to be advertised locally.

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=655420](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=655420).

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).

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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:

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

- Apprenticeships;
- Support to community bodies;
- Support for local projects.

Full details are provided within the ITT Documents

(SC Ref:655420)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=655420](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=655420)

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

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

Dumfries Sheriff and Justice of the Peace Court

Sheriff Court House,

Dumfries

DG1 2AN

Email

[dumfries@scotcourts.gov.uk](mailto:dumfries@scotcourts.gov.uk)

Telephone

+44 1387262334

Country

United Kingdom

Internet address

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