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Tender

Crawley BC and Horsham DC - Tree Maintenance and Inspection Services Contract

Crawley Borough Council
Horsham District Council

F02: Contract notice

Notice identifier: 2021/S 000-019075

Procurement identifier (OCID): ocids-h6vhtk-02d1f2

Published 6 August 2021, 3:41pm

Section I: Contracting authority

I.1) Name and addresses

Crawley Borough Council

Town Hall, The Boulevard

Crawley

RH10 1UZ

Contact

Procurement Team

Email

procurement@horsham.gov.uk

Country

United Kingdom

NUTS code

UKJ28 - West Sussex (North East)

Internet address(es)

Main address

www.crawley.gov.uk

Buyer's address

<https://in-tendhost.co.uk/sesharedservices.aspx/Home>

I.1) Name and addresses

Horsham District Council

Parkside, Chart Way

Horsham

RH12 1RL

Contact

Procurement Team

Email

procurement@horsham.gov.uk

Country

United Kingdom

NUTS code

UKJ28 - West Sussex (North East)

Internet address(es)

Main address

www.horsham.gov.uk

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

<https://in-tendhost.co.uk/sesharedservices/asp/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sesharedservices/asp/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Crawley BC and Horsham DC - Tree Maintenance and Inspection Services Contract

Reference number

CRBC - 033183

II.1.2) Main CPV code

- 77211500 - Tree-maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Crawley Borough Council and Horsham District Council invite tenders for the provision of tree maintenance and inspection services. This tender process is split into two separate Lots, each with differing requirements and contract lengths. Bidders may submit a tender for one or both Lots.

II.1.5) Estimated total value

Value excluding VAT: £4,925,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Crawley Borough Council

Lot No

A

II.2.2) Additional CPV code(s)

- 77211500 - Tree-maintenance services
- 77341000 - Tree pruning
- 77211400 - Tree-cutting services
- 77200000 - Forestry services
- 77230000 - Services incidental to forestry
- 77211300 - Tree-clearing services

II.2.3) Place of performance

NUTS codes

- UKJ28 - West Sussex (North East)

Main site or place of performance

Within the borough of Crawley.

II.2.4) Description of the procurement

Lot A: Crawley Borough Council invites tenders for the provision of tree maintenance and associated services within the Crawley Borough, including planned maintenance as well as remedial and reactive work. The Commencement Date for the delivery of the services is scheduled to be on 1st April 2022 at 00:00 hours. The Contract will be awarded for a period of 5 years until 31st March 2027. Crawley Borough Council has a current stock of approximately 272,500 trees, 30,000 of which are within residential areas or high footfall parks, and is responsible for auditing, cataloguing, planting, inspecting and maintaining them. The value of work which has been put through this contract in the last two financial years is approximately £245,000 per annum, however no volume or value is guaranteed by the Council. It is expected that a similar requirement will be required over the life of the future contract. The Council is currently undertaking a tree survey which may result in additional work being identified due to a major disease affecting a significant proportion of Ash tree stock. The Council is managing this tender process and communicating with Bidders using the SE Shared Services e-sourcing portal hosted by In-Tend Limited (the •Portal•). No hard copy documents will be issued and all communications with the Council (including submission of tenders) will be conducted via the Portal.

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: £1,225,000

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

Start date

1 April 2022

End date

31 March 2027

This contract is subject to renewal

No

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) Description

II.2.1) Title

Horsham District Council

Lot No

B

II.2.2) Additional CPV code(s)

- 77211500 - Tree-maintenance services
- 77341000 - Tree pruning
- 77211300 - Tree-clearing services
- 77200000 - Forestry services
- 77211400 - Tree-cutting services

II.2.3) Place of performance

NUTS codes

- UKJ28 - West Sussex (North East)

Main site or place of performance

Within the district of Horsham.

II.2.4) Description of the procurement

Lot B: Horsham District Council invites tenders for the provision of tree maintenance and associated services within the Horsham District as well as remedial and reactive work. The Council also requires a yearlong tree inspection service to be provided for a fixed annual fee. The Commencement Date for the delivery of the services is scheduled to be on 1st April 2022 at 00:00 hours. The Contract will be awarded for a period of 6 years and 10 months until 31st January 2029, with an option to extend for a further period/s of up to 7 years subject to performance and the absolute discretion of the Council. The estimated contract value provided includes the optional extension period. Horsham District Council's tree stock includes trees in town centres, parks and open spaces as well as hedgerows and areas of ancient woodland. The Council doesn't have a register of all trees within its responsibility. The value of work which has been put through this contract in the last two financial years is approximately £100,000 per annum (excluding inspection costs). It is estimated that this may rise to £120,000 per annum over the life of the future contract for core services. The Council has identified additional work being required over the next five years due to a major disease affecting a significant proportion of Ash tree stock. Whilst it is extremely hard to predict the extent of the disease the Council is anticipating an additional expenditure of between £700,000.00 to £1,600,000.00 in the next five years to deal with the disease. Bidders should be aware that the estimated values stated in this notice and within the tender documents includes the potential £1,600,000.00 costs associated with Ash Dieback, and Bidders should note that no volumes or values can be guaranteed. The Council is managing this tender process and communicating with Bidders using the SE Shared Services e-sourcing portal hosted by In-Tend Limited (the •Portal•). No hard copy documents will be issued and all communications with the Council (including submission of tenders) will be conducted via the Portal.

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: £3,700,000

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

Start date

1 April 2022

End date

31 January 2029

This contract is subject to renewal

Yes

Description of renewals

The contract has an option to extend for a further period or successive periods of one year or more up to a maximum of 7 years (84 months) subject to performance and the absolute discretion of the Council.

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

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

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

24 September 2021

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

24 September 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

The value provided in Section II.1.5) of this notice represents the combination of Crawley Borough Council's and Horsham District Council's estimates of the total value of the contract opportunity for each Lot, including any possible extensions. As detailed within the descriptions for each Lot, both Councils have identified additional work being required over the next five years due to a major disease affecting a significant proportion of Ash tree stock. It is extremely hard to predict the extent of the disease, and Bidders should therefore be aware that the estimated values stated in this notice and within the tender documents cannot be guaranteed. The Information for Bidders document contains the mandatory selection criteria which must be met by the potential candidates. All tenders must be submitted through the Council's In-tend portal, details of which can be found at <http://www.sesharedservices.org.uk/esourcing>. The Council expressly reserves the right: i. not to award any contract as a result of the procurement process commenced by publication of this notice; ii. to make whatever changes it may see fit to the content and structure of the requirements during the tender phase ; and in no circumstances will be liable for any costs incurred by the candidates. Further information about the contract opportunity can be found in the Information for Bidders document which will be made available via the portal to bidders registering their interest in this procurement.

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Strand, Holborn Town

London

WC2A 2LL

Country

United Kingdom