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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): ocds-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](mailto:procurement@horsham.gov.uk)

#### **Country**

United Kingdom

**NUTS code**

UKJ28 - West Sussex (North East)

**Internet address(es)**

Main address

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

Buyer's address

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

**I.1) Name and addresses**

Horsham District Council

Parkside, Chart Way

Horsham

RH12 1RL

**Contact**

Procurement Team

**Email**

[procurement@horsham.gov.uk](mailto:procurement@horsham.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKJ28 - West Sussex (North East)

**Internet address(es)**

Main address

[www.horsham.gov.uk](http://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.aspx/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.aspx/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

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## **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



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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

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## **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

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## **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

