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Tender

## **Provision of an Insurance and Claims Handling Service**

Inverclyde Council

F02: Contract notice

Notice identifier: 2023/S 000-019259

Procurement identifier (OCID): ocds-h6vhtk-03df46

Published 6 July 2023, 11:03am

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

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

Inverclyde Council

Procurement, Municipal Buildings, Clyde Square

Greenock

PA15 1LX

#### **Email**

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

#### **Telephone**

+44 1475712634

#### **Country**

United Kingdom

## **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

## **Internet address(es)**

Main address

<http://www.inverclyde.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00168](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00168)

## **I.3) Communication**

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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

## **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**

Provision of an Insurance and Claims Handling Service

Reference number

CP0508/FIN

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

- 66510000 - Insurance services

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

Services

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

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council.

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

Value excluding VAT: £4,250,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

In addition to seeking prices for Lot 1 and for Lot 2, the Council are seeking a price for these Lots if they were to be taken together as a combined Lot (numbered as Lot 8). Further information as to how the bids will be evaluated and awarded is included within the "Evaluation and Award Criteria" document located in the PCS-Tender Buyer Attachment Area associated with this Project.

## **II.2) Description**

### **II.2.1) Title**

Property Insurance

Lot No

1

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Property Insurance Services.

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

## **II.2.6) Estimated value**

Value excluding VAT: £800,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028

## **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.

## **II.2) Description**

### **II.2.1) Title**

Casualty Insurance

Lot No

2

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66512000 - Accident and health insurance services
- 66512100 - Accident insurance services
- 66512200 - Health insurance services
- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Casualty Insurance.

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

## **II.2.6) Estimated value**

Value excluding VAT: £1,800,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028

## **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.

## **II.2) Description**

### **II.2.1) Title**

Motor Fleet Insurance.

Lot No

3

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66514110 - Motor vehicle insurance services
- 66513000 - Legal insurance and all-risk insurance services
- 66512000 - Accident and health insurance services
- 66512100 - Accident insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Motor Fleet Insurance.

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

#### **II.2.6) Estimated value**

Value excluding VAT: £875,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

## Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028.

### **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.

## **II.2) Description**

### **II.2.1) Title**

Crime Insurance

Lot No

4

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66512000 - Accident and health insurance services
- 66512100 - Accident insurance services

- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Crime Insurance.

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

### **II.2.6) Estimated value**

Value excluding VAT: £90,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **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.

## **II.2) Description**

### **II.2.1) Title**

Engineering Insurance/Inspections and Computer Insurance

Lot No

5

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66511000 - Life insurance services
- 66512000 - Accident and health insurance services
- 66512200 - Health insurance services
- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Engineering Insurance/Inspections and Computer Insurance

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

## **II.2.6) Estimated value**

Value excluding VAT: £280,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028.

## **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.

## **II.2) Description**

### **II.2.1) Title**

All Risks - Museum and Fine Art

Lot No

6

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66511000 - Life insurance services
- 66512000 - Accident and health insurance services
- 66512100 - Accident insurance services
- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers All Risks Museum & Fine Art.

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

### **II.2.6) Estimated value**

Value excluding VAT: £80,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028.

### **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.

## **II.2) Description**

### **II.2.1) Title**

Personal Accident, Business Travel and School Journey Travel

Lot No

7

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66512000 - Accident and health insurance services
- 66511000 - Life insurance services
- 66512100 - Accident insurance services
- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Personal Accident, Business Travel and School Journey Travel.

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

Quality criterion - Name: Claims Handling Response Times / Weighting: 8

Quality criterion - Name: Staffing/Service Delivery / Weighting: 5

Quality criterion - Name: Support Services / Weighting: 2

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

### **II.2.6) Estimated value**

Value excluding VAT: £75,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028.

### **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.

## **II.2) Description**

### **II.2.1) Title**

Combined Lot for Property Insurance Services and Casualty Insurance

Lot No

8

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services
- 66511000 - Life insurance services
- 66512100 - Accident insurance services
- 66512000 - Accident and health insurance services
- 66513000 - Legal insurance and all-risk insurance services

### **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**

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot is a Combined Lot Option for Property Insurance Services (Lot 1) and Casualty Insurance (Lot 2).

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

#### **II.2.6) Estimated value**

Value excluding VAT: £2,600,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028.

## **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.

## **II.2) Description**

### **II.2.1) Title**

Terrorism Insurance

Lot No

9

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

- 66000000 - Financial and insurance services
- 66510000 - Insurance services

- 66513000 - Legal insurance and all-risk insurance services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

This contract opportunity is for the Provision of an Insurance and Claims Handling Service for Inverclyde Council. This lot covers Terrorism Insurance.

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

Quality criterion - Name: Clauses & Extensions / Weighting: 5

Quality criterion - Name: Claims Handling Response Times / Weighting: 6

Quality criterion - Name: Staffing/Service Delivery / Weighting: 3

Quality criterion - Name: Support Services / Weighting: 1

Quality criterion - Name: Social Value / Weighting: 3

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 80

### **II.2.6) Estimated value**

Value excluding VAT: £250,000

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

Start date

1 October 2023

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

This contract has an option to extend for a 12 month period until 30th September 2027 and for a further 12 month period until 30th September 2028

## **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

4A.2 Bidders will be required to confirm that they are authorised and/or registered by the Prudential Regulation Authority or Financial Conduct Authority (or equivalent).

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

#### List and brief description of selection criteria

4B.1.2 Inverclyde Council will check the financial status of applicants by means of a Dun and Bradstreet assessment. In order to be considered, applicants must achieve one of the following:

(a) Where the tenderers Dun & Bradstreet risk indicator is 3, the annual contract value should also be less than 50% of the tenderers average turnover over the preceding 2 years (with audited accounts dated within 24 months of the date of the financial check).

OR

(b) Where the tenderers Dun & Bradstreet risk indicator is 2 or better, the annual contract value should also be less than 75% of the tenderers average turnover over the preceding 2 years (with audited accounts dated within 21 months of the date of the financial check).

PLEASE NOTE THE IMPORTANT GUIDANCE TO BIDDERS BELOW:

APPLICANTS ARE STRONGLY ADVISED TO SATISFY THEMSELVES THAT THEY MEET THESE CRITERIA AS FAILURE OF THE FINANCIAL CHECK WILL MEAN THAT THEIR APPLICATION WILL NOT BE CONSIDERED FURTHER. APPLICANTS SHOULD ALSO SATISFY THEMSELVES THAT THEIR DUN AND BRADSTREET RATINGS ARE CORRECT AND IT IS THE APPLICANT'S RESPONSIBILITY TO RAISE ANY QUERIES WITH DUN AND BRADSTREET IF THEY FEEL A CORRECTION IS REQUIRED. THE COUNCIL WILL RELY ON THE RISK RATING IT OBTAINS AT THE TIME IT PERFORMS THE D&B FINANCIAL CHECK.

You must provide your average yearly turnover for the last 2 years.

Turnover must be provided from your audited accounts. Turnover from unaudited accounts or part year turnover will not be accepted.

If you are unable to provide the turnover information required due to being exempt from submission of full audited accounts, please provide an explanation on why you are exempt in response to this question.

If you have responded that you are exempt from submitting full audited accounts, please confirm that you will be prepared to submit alternative information and documentation on your financial position should this be required at any point. This information could be required at selection or in the event that the bidder is identified as the preferred bidder.

It is also a requirement that the bidder has a credit rating of A- or above with AM Best and/or Standards & Poor's

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4B.5.1a/4B.5.1b/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:

Employer's Liability Insurance (in accordance with current legal requirements; limit of indemnity required = 10m GBP

Public Liability Insurance; limit of indemnity required = 10m GBP

Professional Indemnity Insurance; limit of indemnity required = 10m GBP

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

List and brief description of selection criteria

4C.1.2 Bidders should provide a minimum of two (2) examples of contractual arrangements they have held over the past three (3) years which best demonstrates their relevant experience to deliver requirements within the Contract which were similar in regards to scope, scale, value and duration.

Information provided must also include evidence of competence at reaching economic and efficient settlements for Local Authority (or similar) claims in accordance with the needs of the Local Authority (or similar).

Bidders must provide experience relevant to each of the lots they are bidding for which are structured as follows:

Lot 1 - Property Insurance Services

Lot 2 - Casualty Insurance

Lot 3 - Motor Fleet Insurance

Lot 4 - Crime Insurance

Lot 5 - Engineering Insurance/Inspection and Computer Insurance

Lot 6 - All Risks Museum & Fine Art

Lot 7 - Personal Accident/Business Travel and School Journey Travel

Lot 8 - Combined Lot for Property Insurance Services and Casualty Insurance

Lot 9 - Terrorism Insurance

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4C.10 Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

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#### 4D.1 QUALITY MANAGEMENT PROCEDURES

The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

The bidder must have the following:

a. 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.

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#### 4D.1 HEALTH & SAFETY

The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum OR hold the information contained in the supplier attachment area in PCS-T (file name "Contract Notice Additional Information")

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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

7 August 2023

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: 4 (from the date stated for receipt of tender)

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

Date

7 August 2023

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: July 2026 if no extension period activated;

July 2027 if 1st extension period activated;

July 2028 if 2nd extension period activated.

### VI.3) Additional information

Tenderers will be required to return with their submission a completed Data Protection Certificate, FOI Certificate, No Collusion Certification, S1 Equalities Questionnaire, S2 Equalities Declaration, Prompt Payment Certificate and Tender Declaration Certificate.

It will also be a condition of contract that Tenderers comply with Inverclyde Council's General Conditions of Contract, Special Conditions of Contract, Specification & Contract Information for Tenderers.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24078. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Community Benefits form part of the technical evaluation criteria. The Council's expectation for Social Value Points for a contract of this value and duration is as follows:

Lot 1: 50 points

Lot 2: 70 points

Lot 3: 50 points

Lot 4: 10 points

Lot 5: 40 points

Lot 6: 10 points

Lot 7: 10 points

Lot 8: 70 points

Lot 9: 30 points

It will be a contractual requirement that the successful tenderer deliver the Community Benefits offered during the contract period.

(SC Ref:733619)

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

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

Greenock Sheriff Court and Justice of the Peace Court

Sheriff Court House,1 Nelson Street,

Greenock

PA15 1TR

Country

United Kingdom