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Tender

Tenant Participation Officer for Tenant Support Services

Stirling Council

F02: Contract notice

Notice identifier: 2022/S 000-019381

Procurement identifier (OCID): ocds-h6vhtk-03525d

Published 15 July 2022, 10:36am

Section I: Contracting authority

I.1) Name and addresses

Stirling Council

Room 41, Old Viewforth

Stirling

FK8 2ET

Contact

Miss Jade McGowan

Email

mcgowanj@stirling.gov.uk

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00146

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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

Tenant Participation Officer for Tenant Support Services

Reference number

SC2223-0021

II.1.2) Main CPV code

- 85312310 - Guidance services

II.1.3) Type of contract

Services

II.1.4) Short description

Stirling Council is looking to award a contract for the provision of Tenant Support Services in the form of a person, available on site in Stirling, to offer guidance, support and advice on housing needs and issues to Stirling Council tenants in an independent capacity.

II.1.5) Estimated total value

Value excluding VAT: £200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM77 - Perth & Kinross and Stirling

Main site or place of performance

Stirling

II.2.4) Description of the procurement

Stirling Council is looking to award a contract for the provision of Tenant Support Services in the form of a person, available on site in Stirling, to offer guidance, support and advice on housing needs and issues to Stirling Council tenants in an independent capacity.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost of Pricing / Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £200,000

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

Duration in months

60

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

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

Tenderers are required to ensure employees delivering the service, hold and retain the necessary PVG Scheme Record, throughout the duration of the contract. Where a Tenderer does not provide sufficient evidence that they can comply with this requirement, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

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.2.3) 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

17 August 2022

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

17 August 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Further notice will be published approximately July 2027

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21797. For more information see:

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

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:

Please detail the community benefits which your organisation will apply to this contract. For example, training and recruitment, the availability of subcontract opportunities or investment in Stirling's local community.

(SC Ref:699847)

VI.4) Procedures for review

VI.4.1) Review body

Stirling Sheriff Court

Stirling

Country

United Kingdom