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Tender

PS-24-50 - Furniture & Equipment Removals & Storage Framework

East Ayrshire Council

F02: Contract notice

Notice identifier: 2024/S 000-019510

Procurement identifier (OCID): ocds-h6vhtk-0472aa

Published 26 June 2024, 10:16am

Section I: Contracting authority

I.1) Name and addresses

East Ayrshire Council

London Road HQ, London Road

Kilmarnock

KA3 7DD

Contact

David Shields

Email

david.shields@east-ayrshire.gov.uk

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www.east-ayrshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00223

I.3) Communication

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

<https://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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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

PS-24-50 - Furniture & Equipment Removals & Storage Framework

Reference number

PS-24-50

II.1.2) Main CPV code

- 98392000 - Relocation services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council is inviting tenders from Service Providers to provide a relocation service for the Council. The Framework Agreement will be a framework agreement of two Lots, which will enable East Ayrshire Council to carry out a range of small office relocations, office relocations of 10 or more staff and their associated furniture and equipment and education relocation projects and also residential property moves to new addresses and also to temporary storage.

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

Lot 1 - Office / Education Properties

Lot No

1

II.2.2) Additional CPV code(s)

- 98392000 - Relocation services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

The Council is inviting tenders from Service Providers to provide a relocation service for the Council. The Framework Agreement will be a framework agreement of two Lots, which will enable East Ayrshire Council to carry out a range of small office relocations, office relocations of 10 or more staff and their associated furniture and equipment and education relocation projects and also residential property moves to new addresses and also to temporary storage.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2No. 1-year Optional Extensions

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

Lot 2 – Domestic / Residential Properties

Lot No

2

II.2.2) Additional CPV code(s)

- 98392000 - Relocation services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

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The Council is inviting tenders from Service Providers to provide a relocation service for the Council. The Framework Agreement will be a framework agreement of two Lots, which will enable East Ayrshire Council to carry out a range of small office relocations, office relocations of 10 or more staff and their associated furniture and equipment and education relocation projects and also residential property moves to new addresses and also to temporary storage.

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Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Financial Standing

The Council shall commission an independent third party Risk Report from Experian using

the Company Registration number supplied by the Tenderer. Any Tenderer who does not meet the minimum threshold of a Commercial Delphi Score of 25 out of 100 will have their

submission regarded as a “Fail” and will not be considered further. Where a Tenderer receives a Commercial Delphi Score of between 25 - 50 out of 100, the Council reserves the right to request further financial information to determine the risk to the Council. In the event that such additional measures are requested, the Council shall, in its sole discretion, determine the terms of those measures that it deems as acceptable. If Tenderers cannot provide measures to the satisfaction of the Council then their submission may be rejected

Risk or Credit reports from other agencies will not be considered.

It is the Tenderers responsibility to ensure that all information held by Experian is current and accurate when submitting their Tender. The Council will not enter into discussions with Tenderers who fail to ensure that their Experian scores are accurate by the due submission date.

Insurances

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 insurances indicated below.

Public & Products Liability Insurance = 5 million GBP in respect of each claim without limit to the number of claims.

Employers (Compulsory) Liability Insurance = 10 million GBP in respect of each claim without limit to the number of claims.

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 8

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

26 July 2024

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

26 July 2024

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: 24 months

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27025. 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:

social benefits such as:

- Targeted recruitment and training (providing employment and training opportunities / Apprenticeships)

- SME and social enterprise development
- Community engagement

As part of your response to the Quality criteria, Tenderers are requested to provide an outline of all community benefits you can offer for this contract.

(SC Ref:770538)

VI.4) Procedures for review

VI.4.1) Review body

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Country

United Kingdom