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Tender

## **Servicing/maintenance of alarm, cctv & door access systems**

Scottish Natural Heritage

F02: Contract notice

Notice identifier: 2022/S 000-019573

Procurement identifier (OCID): ocds-h6vhtk-03531d

Published 18 July 2022, 3:43pm

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

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

Scottish Natural Heritage

Great Glen House, Leachkin Road

Inverness

IV3 8NW

#### **Contact**

Procurement Team

#### **Email**

[contract.advertising@nature.scot](mailto:contract.advertising@nature.scot)

#### **Telephone**

+44 1463725097

#### **Country**

United Kingdom

**NUTS code**

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

**Internet address(es)**

Main address

<http://www.nature.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00383](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00383)

**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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

**I.4) Type of the contracting authority**

National or federal Agency/Office

**I.5) Main activity**

Environment

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Servicing/maintenance of alarm, cctv & door access systems

Reference number

PP1239

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

- 50000000 - Repair and maintenance services

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

Services

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

NatureScot wish to appoint a contractor to provide servicing and maintenance services for its alarm, cctv and door access systems at its properties across Scotland (mainland and isles). Initial 12-month contract term, with the option to extend by a further maximum 36 months.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 50000000 - Repair and maintenance services

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

NUTS codes

- UKM - Scotland

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

Our current contract for the above-mentioned service is due to expire on 30.11.2022 and

we wish to put a new contract in place (initial 12-month term, with the option to extend by a further maximum 36 months). This is Stage 1 of the procurement process - completed SPDs will be evaluated and the submissions deemed most appropriate will be short-listed to Stage 2 (Invitation to Tender). A detailed Statement of Requirements will be issued to short-listed candidates at Stage 2.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

12

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

The number of candidates short-listed to Stage 2 will depend on the volume and quality of SPDs received at Stage 1.

#### **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**

Completed SPDs must be submitted via the PCS portal secure electronic post-box facility by the stated deadline.

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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

Candidates are not requested to provide evidence at this stage, but if short-listed to Stage 2 evidence of professional/trade membership of NSI, BAFE and SSAIB will be required from bidders.

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

Minimum level(s) of standards possibly required

Please refer to Question 4B5b & 4B5c of the SPD attached to this Contract Notice for details of minimum insurance requirements.

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

List and brief description of selection criteria

Please refer to Question 4C1.2 of the SPD attached to this Contract Notice for details of the weighted selection question.

### **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**

Restricted 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

18 August 2022

Local time

5:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

6 September 2022

#### **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)

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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**

Please allow sufficient time to upload your completed SPD to the Public Contracts Scotland portal by the stated deadline.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=695991](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=695991).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:695991)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=695991](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=695991)

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

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

Inverness Sheriff Court

Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

[enquiries@scotcourts.gov.uk](mailto:enquiries@scotcourts.gov.uk)

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>