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Tender

Invitation to Tender for the Provision of Residual Waste Haulage

Aberdeenshire Council
Moray Council

F02: Contract notice

Notice identifier: 2022/S 000-019716

Procurement identifier (OCID): ocds-h6vhtk-0353ac

Published 20 July 2022, 10:04am

Section I: Contracting authority

I.1) Name and addresses

Aberdeenshire Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

Email

diane.rotherham@aberdeenshire.gov.uk

Country

United Kingdom

NUTS code

UKM5 - North Eastern Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00232

I.1) Name and addresses

Moray Council

High Street

Elgin

IV30 1BX

Email

procurement@moray.gov.uk

Telephone

+44 1343563137

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160

I.2) Information about joint procurement

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law

Aberdeenshire Council

Moray Council

I.3) Communication

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

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

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

Invitation to Tender for the Provision of Residual Waste Haulage

Reference number

000-RDRN4527 (Aberdeenshire); 18/0614 (Moray)

II.1.2) Main CPV code

- 90512000 - Refuse transport services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this Invitation to Tender (ITT) is to invite tenders for the provision of bulk haulage of residual waste for Aberdeenshire Council and Moray Council. Full details of the requirement can be found in the attached ITT and appendices.

II.1.5) Estimated total value

Value excluding VAT: £5,040,000

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

Provision of Bulk Residual Waste Haulage - Aberdeenshire Council

Lot No

1

II.2.2) Additional CPV code(s)

- 90512000 - Refuse transport services

II.2.3) Place of performance

NUTS codes

- UKM5 - North Eastern Scotland

Main site or place of performance

Residual Waste to be transported from waste transfer stations in Aberdeenshire.

II.2.4) Description of the procurement

To transport residual waste in bulk from waste transfer stations in Aberdeenshire to a disposal point, primarily being Energy from Waste facility in Altens, Aberdeen however there will also be the requirement to transport to a contingency disposal point as and when required. Full details of the requirement can be found in the attached Invitation to Tender and Appendices.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for up to a maximum of 12 months after the expiry of the term

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 Contract (Scotland) Regulations 2015.

Bidders will be required to advise if they intend to subcontract any share of the contract to third parties and to list any subcontractors that they propose to use.

II.2) Description

II.2.1) Title

Provision of Bulk Residual Waste Haulage - Moray Council

Lot No

2

II.2.2) Additional CPV code(s)

- 90512000 - Refuse transport services

II.2.3) Place of performance

NUTS codes

- UKM5 - North Eastern Scotland

Main site or place of performance

Moray (Elgin) / North East Scotland

II.2.4) Description of the procurement

To transport residual waste in bulk from waste transfer station, Elgin (Moray) to a disposal point, primarily being Energy from Waste facility in Altens, Aberdeen however there will also be the requirement to transport to a contingency disposal point as and when

required. Full details of the requirement can be found in the attached Invitation to Tender and Appendices.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend up to a maximum of 12 months on end of contract term.

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 Contract (Scotland) Regulations 2015.

Bidders will be required to advise if they intend to subcontract any share of the contract to third parties and to list any subcontractors that they propose to use.

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

Bidders are required to provide a certificate from the registrar of companies stating that he is certified as incorporated or registered or, where he is not so certified, a certificate stating that the person concerned has declared on oath that he is engaged in the profession in a specific place under a given business name (SPD - Q4A.1)

III.1.2) Economic and financial standing

List and brief description of selection criteria

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 (SPD - Q4B.5.1)

The Council will use an independent credit scoring organisation, namely Creditsafe, to conduct appropriate financial probity checks. To minimise risk of failure, the desired risk score should not be below 30 (moderate risk). The Council will take a view on the risk to the Council should the winning bidder credit rating fall below this and may involve further detailed financial checking/assessment. This may result in your tender being rejected (SPD - Q4B.6)

Minimum level(s) of standards possibly required

Insurance requirements:

Employers (Compulsory) Liability Insurance minimum of GBP5m in respect of each claim, without limit to number of claims and to comply with all relevant statutory requirements.

Public Liability Insurance minimum of GBP5m in respect of each claim, without limit to number of claims and to comply with all relevant statutory requirements.

Third Party Motor Vehicle Liability of not less than GBP20m in respect of each claim, without limit to number of claims and to comply with all relevant statutory requirements.

The Council will take a view on the risk to the Council should the winning bidder credit rating fall below this and may involve further detailed financial checking/assessment. This may result in your tender being rejected.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to provide 3 examples that demonstrate that they have relevant experience to deliver the service as described in Appendix 1 Statement of Requirements of the ITT (SPD - Q4C1.2)

Bidders will be required to demonstrate that they have (or have access to) the relevant plant or technical equipment to deliver the requirements detailed in II.2.4 of the Contract Notice and Appendix 1 of the ITT (SPD - Q4C.9).

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract (SPD - Q4C.10).

The bidder must have the following:

- A documented process for ensuring that quality management is effective in reducing/preventing incidents of sub-standard delivery. This must include the quality of output and general performance. The bidder must be able to provide copies of their organisation's documentation procedures that meet current agreed good practice. These must include the arrangements for quality management throughout the bidder's organisation. They must set out how the bidder's organisation will carry out its policy, with a clear indication of how the arrangements are communicated to the workforce.
- Documented arrangements for providing the bidder's workforce with quality related training and information appropriate to the type of work for which this organisation is likely to bid. This will demonstrate that the organisation has in place, and implements, training arrangements to ensure that its workforce has sufficient skills and understanding to discharge their various responsibilities. These must include a programme of training that will keep the workforce up to date with required knowledge about quality related issues, including copies of job profiles; training manuals and records.
- A documented process demonstrating how the bidder deals with complaints. The bidder must be able to provide details of how their organisation maintains records of any complaints received and how corrective measures are carried out to prevent reoccurrence.

Health and Safety Procedures:

- The bidder must have a regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or equivalent. The policy must be relevant to the nature and scale of the work and set out responsibilities for H&S management at all levels within the organisation. The policy must be relevant to the

nature and scale of your operations and set out your company's responsibilities of health and safety management and compliance with legislation.

- Documented arrangements for carrying out risk assessments capable of supporting safe methods of work and reliable contract delivery where necessary. This must demonstrate that the bidder has in place, and implements, procedures for carrying out risk assessments and for developing and implementing safe systems of work ("method statements") and be able to provide relevant indicative examples. The identification and control of any significant occupational health issues must be prominent.

(SPD 4D.1)

The bidder must have the following:

- Documented arrangements for checking, reviewing and where necessary improving, the bidder's environmental management performance and the environmental impact of this organisation, demonstrating that it has in place, and implements, training arrangements to ensure that its workforce has sufficient skills and understanding to carry out their various duties. This should include a programme of refresher training that will keep the workforce updated on relevant legal requirements and good environmental management practice (SPD - Q4D.2)

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Tenderers must be able to provide an Account Representative, who will be the primary point of contact between the Tenderer & each Council. The Councils will review the performance of the Services from time to time to ensure that they continue to meet the requirements of the Councils. The quality of the Services shall be measured by the extent to which they accord with the standards & timescales included within the Specification & the Response & to accepted professional standards.

Key performance criteria include Cost - ability to conform to the agreed pricing terms and invoice accuracy; Quality – that the contract remains fit for purpose of the Service; Service – ability to comply with the requirements of the provision of services, handling of complaints, along with effective and responsive account management including the provision of on time monthly reporting.

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

19 August 2022

Local time

5:00pm

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

22 August 2022

Local time

9:00am

Place

Online opening of tenders

Information about authorised persons and opening procedure

Online postbox will be unlocked after closing date/time

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2025/2026

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

Questions of any nature in relation to this tender exercise and associated documents must be raised using the Question & Answer facility provided only. Direct communication from an economic operator with any member of staff at Aberdeenshire Council in relation to this tender exercise is prohibited and may result in that economic operator's exclusion from any further part in the process. Furthermore, any potential errors or omissions within the tender documentation issued by Aberdeenshire Council that is identified by economic operators must be raised with Aberdeenshire Council using the Question & Answer facility as soon as it has been identified. If an economic operator submits their tender response having applied their own assumed correction to any document, it may result in the rejection of their tender.

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=700782.

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.

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.

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in

this contract for the following reason:

For each Council contract (separate contract per lot for each Council) the value is below GBP4million

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

For each Council contract (separate contract per lot for each Council) the value is below GBP4million

(SC Ref:700782)

VI.4) Procedures for review

VI.4.1) Review body

Aberdeen Sheriff Court

Castle Street

Aberdeen

AB10 1WP

Country

United Kingdom