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Tender

Creche Services

Scottish Parliamentary Corporate Body

F02: Contract notice

Notice identifier: 2022/S 000-019780

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

Published 20 July 2022, 2:35pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

Email

nadia.smith@parliament.scot

Telephone

+44 1313486620

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.parliament.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284

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

Other type

Devolved Parliament

I.5) Main activity

Other activity

Legislative Body

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Creche Services

Reference number

NIC-SER-446

II.1.2) Main CPV code

- 85312110 - Child daycare services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Parliamentary Corporate Body (SPCB) requires a Contractor to establish, operate and manage a creche service appropriate for the needs and interests of children aged between six weeks and five years old on Tuesdays, Wednesdays and Thursdays at its building in Edinburgh.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85312110 - Child daycare services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The Scottish Parliament, Holyrood.

II.2.4) Description of the procurement

The Scottish Parliamentary Corporate Body (SPCB) requires a Contractor to establish, operate and manage an on-site crèche Service appropriate for the needs and interests of children aged between 6 weeks to 5 years old on Tuesdays, Wednesdays and Thursdays.

The Contractor shall be required to maintain the Registration of the crèche with the Care Inspectorate throughout the duration of the contract.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 60

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Start date

13 October 2022

End date

12 April 2028

This contract is subject to renewal

Yes

Description of renewals

Two 12 month optional extensions at the sole discretion of the SPCB.

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

The Contractor must be registered with the Care Inspectorate and adhere to the requirements set out in the Scottish Government's Health and Social Care Standards Scotland.

All on-site Contractor Personnel are required to be qualified to SVQ Level 3 standard or equivalent as a minimum, or are in the process of completing their qualification, as per Scottish Social Services Council guidance.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The Scottish Parliamentary Corporate Body (SPCB) uses Creditsafe, an independent provider of online business credit reports, to assess the financial standing of tenderers. Tenderers are encouraged to review their financial performance on Creditsafe and read information about how that data is collected and used prior to submitting a tender.

Information and the opportunity to run a free report can be found at

<http://www.creditsafe.com/products/business-credit-reports/> If a tenderer does not agree with the credit rating it has been given it can provide supporting evidence to demonstrate its current position and this will be taken into account when the financial standing is being assessed.

If a tenderer is not listed on Creditsafe, for whatever reason, then it may be asked to submit equivalent accounts to enable the required assessment of financial standing to be carried out.

Tenderers should have a Creditsafe credit rating of 30 or higher to demonstrate satisfactory financial standing. If a tenderer has a lower credit rating score and has the backing of a parent company with a credit rating of 30 or higher the provision of a Parent Company Guarantee prior to the award of any contract will be acceptable. If a tenderer has a lower credit rating score and no evidence to support

a stable or improved financial standing then the tender may be rejected.

Minimum level(s) of standards possibly required:

Minimum level(s) of standards possibly required

With reference to ESPD question 4B.5, it is a requirement 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:

Employers' Liability GBP 5,000,000.00

Public Liability GBP 1,000,000.00

III.1.3) Technical and professional ability

List and brief description of selection criteria

In accordance with the SPD, the tenderer is required to provide a brief summary of their organisation's background and experience in delivering childcare services, including but not limited to:

The types and number of childcare facilities you manage and/or operate (i.e., nurseries, creche's, breakfast/after school clubs, play groups, etc.).

Copies of the three most recent Inspection Reports your organisation has received from the Care Inspectorate (if in Scotland) or equivalent.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Environmental, social and labour considerations, Article 285 of the TCA.

Each Party shall ensure that its procuring entities may take into account environmental, labour and social considerations throughout the procurement procedure, provided that those considerations are compatible with the rules established by Chapters 1 and 2 and are indicated in the notice of intended procurement or in another notice used as a notice of intended procurement or tender documentation.

As stated within the published contract documentation.

The Contractor is required to pay the Real Living wage to the on-site creche team.

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

22 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

22 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: New procurement process will commence in 2028.

VI.3) Additional information

In accordance with the SPD 4C.4, tenderers should evidence if they have effective payment systems in place to ensure reliability of their supply chains.

A site visit has been scheduled for the 3rd August to assess the on-site facility. Further information can be found within the tender documentation.

Tenderers will be assessed on whether it has paid its suppliers in accordance with the contractual terms that it applies to its supply chain, achieving at least 95% of valid invoices paid on time.

Where a tenderer does not pay at least 95% of valid invoices on time, an improvement plan must be provided to proceed.

If a bidder does not pay at least 95% of valid invoices on time and is unable to provide a proportionate and timely improvement plan, they will not be selected to participate any further in the competition.

Please note that there are minimum requirements concerning Cyber Security for this contract to which a pass/fail marking will attach.

Bidders will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool

(CSPST). A link to CSPST can be found here: <https://cyberassessment.gov.scot>.

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the contract, based on the SPCB's assessment of

cyber risk.

For this contract, minimum requirements also include the holding of Cyber Essentials (or equivalent).

Further details can be found in the Tender Invitation Letter. A contract condition for this procurement requires the bidder to comply with

minimum security requirements.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21764. For more information see:

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

Tenderers will be given an opportunity to visit the on-site creche facilities - full information can be found within the tender documentation.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21764. 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:

The tenderer is required to provide community benefits as part of the delivery of the services. These include:

Key subcontracting opportunities available to SMEs, the Third Sector and supported businesses in the range of services required to meet the Contract requirements. The desired outcome would be that increased business in these sectors will help increase the SME economy and provide opportunities for recruitment from priority groups such as disabled and disadvantaged people.

The offer of work placements and experience for school, college and university students. The desired outcome is to provide support to young people in becoming successful learners, confident individuals, effective contributors and responsible citizens.

The opportunity to provide support to community initiatives. The desired outcome is to add value to the area and quality of life for those within the community.

Providing opportunities for individuals with disabilities and/or from disadvantaged backgrounds when suitable employment vacancies arise. For example, the Contractor will establish links with organisations aimed at assisting disabled/disadvantaged groups, to identify and create relevant employment opportunities through the Contract.

(SC Ref:699000)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom