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Tender

## **Management and Operation of Household Waste and Recycling Centres (HWRC)**

South Lanarkshire Council

F02: Contract notice

Notice identifier: 2023/S 000-020045

Procurement identifier (OCID): ocds-h6vhtk-03aded

Published 13 July 2023, 9:29am

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

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

South Lanarkshire Council

Council Headquarters, Almada Street

Hamilton

ML3 0AA

#### **Contact**

Peter Cannon

#### **Email**

[peter.cannon@southlanarkshire.gov.uk](mailto:peter.cannon@southlanarkshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM95 - South Lanarkshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00410](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410)

**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.publictendersscotland.publiccontractsscotland.gov.uk](http://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

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

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Management and Operation of Household Waste and Recycling Centres (HWRC)

Reference number

SLC/PS/COMENT/21/233

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

- 90500000 - Refuse and waste related services

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

Services

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

South Lanarkshire Council seeks to secure the services of a suitably qualified service provider to deliver the management and operation of the Council's Household Waste Recycling Centres, including the treatment, disposal, and recycling of the waste and recycling streams collected via the sites.

The Contract will be under the Council's Standard Terms and Conditions of Contract - Services

The Council's current contract is due to expire on 31 March 2024. The Contract period is a period of 7 years with the option to extend for a further period not exceeding 3 years.

#### **II.1.5) Estimated total value**

Value excluding VAT: £35,250,000

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

This contract is divided into lots: No

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

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UKM95 - South Lanarkshire

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

Locations of HWRC Sites:

The sites that shall be included in this procurement are located at Larkhall, Strathaven, East Kilbride, Blantyre and Rutherglen.

Location Site Address Waste Management Licence No.

Larkhall Strutherhill Industrial Estate, Larkhall, ML9 2WW WML/W/22041

Strathaven Hamilton Road Industrial Estate, Strathaven, ML10 6UB WML/W/20031

East Kilbride Peel Park Place, East Kilbride, G74 5LU WML/W/20030

Blantyre East Avenue, Blantyre Industrial Estate, Blantyre, G72 0XF WML/W/22041

Rutherglen Cambuslang Road, Eastfield, Rutherglen, G72 1AP WML/W/22026

The Council also owns and operates a HWRC site located at Castlehill Industrial Estate, Carluke, ML8 5UF, Waste Management Licence No. WML/W/00145 with an adjoining Waste Transfer Station. The Council may be interested in including the management and operation of Carluke HWRC site during the new contract.

The successful service provider will be required to take responsibility of the sites' Waste Management Licences and to enter into an Occupancy Agreement with the Council for each of the sites.

Site Opening Hours:

The sites' opening hours are as follows:

1st April – 30th September Monday – Friday 9:00am – 8:00pm

Saturday 9:00am – 7:00pm

Sunday 9:00am – 6:00pm

1st October – 31st October Monday – Sunday 8:00am – 5:00pm

The site opening hours at Carluke are currently:

1st April – 30th September Monday – Friday 8:00am – 8:00pm

(closed 12:30pm – 1:00pm & 5:00pm – 5:30pm daily)

Saturday & Sunday 8:00am – 5:00pm

(closed 12:30pm – 1:00pm daily)

1st October – 31st October Monday – Friday 8:00am – 5:00pm

(closed 12:30pm – 1:00pm daily)

Saturday & Sunday 8:00am – 4:00pm

(closed 12:30pm – 1:00pm daily)

All sites are closed on Christmas Day and New Year's Day.

Quantities & Composition of Waste & Recycling Materials:

The annual total quantities and composition of waste and recycling materials for the financial years 2019/20, 2020/21, 2021/22 and 2022/23 (April – January), are detailed in Appendix 1 to this Contract Information.

Estimated Contract Value:

The estimated total value of the contract is 3,525,000 GBP per annum and is based on the current frequency of waste and recyclate material collected via the sites excluding Carluke, at current 2022/23 rates excluding VAT.

Disposal/Treatment/Recycling Facilities' Details:

The successful service provider shall be required to provide details of the treatment, disposal and recycling arrangements including End Destination details for all the waste and recycling materials collected and processed via the contract.

Additional information on each of the Council's HWRC sites can be found using the links to the Council's website which have been provided within the attached Contract Information document.

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

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

### **II.2.6) Estimated value**

Value excluding VAT: £35,250,000

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

The Contract will be for a period of 7 years with the option to extend for a further period of up to 3 years

### **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

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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

There are a number of questions/statements that have been included in the Contract Notice and within the Qualification Envelope which detail the minimum requirements that Bidders must be able to evidence for participation in this tender and ultimately will be required to evidence prior to any award being made. There are in addition further statements made that simply provide relevant information relating to the tender itself.

These questions and statements form an integral part of the Single Procurement Document (the SPD) which the Council has decided to implement for all tenders in excess of 50000 GBP in value.

SPD Question 2.C.1 Reliance on the capacities of other entities

Bidders are required to complete a full SPD for each of the entities whose capacity they rely upon

SPD Question 2.D.1 Subcontractors on whose capacity the bidder does not rely

Bidders are required to complete a shortened version of the SPD for each Subcontractor on whose capacity the bidder does not rely on

Exclusion Criteria

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

SPD Questions 3A – 3C have been identified as mandatory exclusion grounds and SPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a PASS/FAIL basis. For the mandatory exclusion grounds a bid will be excluded where the bidder fails to provide either a positive response or to provide details to the satisfaction of the Council of the self cleansing measures undertaken. For the discretionary exclusion grounds a bid may be excluded where the bidder fails to provide either a positive response or if the Council is not satisfied as to the self cleansing measures undertaken.

SPD Question 4A.1 Trade Registers

It is a requirement of this tender that if the bidder is UK based they must hold a valid registration with Companies House. Where the bidder is UK based but not registered at Companies House they must be able to verify to the Councils satisfaction that they are trading from the address provided in the tender and under the company name given.

If the bidder is based out-with the UK they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

#### SPD Question 4A.2 Authorisation/Membership

Where it is required, within a bidder's country of establishment they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service.

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

Minimum level(s) of standards possibly required

#### SPD Question 4B.4 Economic and Financial Standing

The Council will use the following ratios to evaluate a bidders financial status:

**Profitability** – this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio;

**Liquidity** – this is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to one then it is a pass for this ratio

**Gearing** – this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100% it is considered a pass for this ratio.

Bidders must provide the name and value of each of the 3 ratios within their response to SPD question 4B.4.

The Council requires bidders to pass 2 out of the 3 financial ratios above.

Where 2 out of the 3 ratios cannot be met, the Council may take the undernoted into consideration when assessing financial viability and the risk to the Council, providing that the Bidder can supply evidence to substantiate any of the mitigating criteria when requested to do so. The following list is not exhaustive and other criteria may be considered where proposed by a bidder as mitigating factors:

Would the bidder have passed the checks if prior year accounts had been used?

Were any of the poor appraisal outcomes "marginal"?

Does the bidder operate in a market which, traditionally, requires lower liquidity or higher debt finance?

Does the bidder have sufficient reserves to sustain losses for a number of years?

Does the bidder have a healthy cashflow?

Is the bidder profitable enough to finance the interest on its debt?

Is most of the bidder's debt owed to group companies?

Is the bidder's debt due to be repaid over a number of years, and affordable?

Have the bidder's results been adversely affected by "one off costs" and / or "one off accounting treatments"?

Do the bidder's auditors (where applicable) consider it to be a "going concern"?

Will the bidder provide a Parent Company Guarantee?

Is the bidder the single supplier/source of the Goods/Works/Services in the marketplace?

The Council will request submission of and assess the bidders financial accounts, and may use financial verification systems to validate the information provided.

#### SPD Question 4B.5 Insurance

The bidder must confirm that they have or will commit to obtain prior to the commencement of the contract, the following levels of Insurance Cover:

Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10000000 GBP in respect of each claim, without limit to the number of claims.

Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5000000 GBP in respect of each claim, without limit to the number of claims.

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

Minimum level(s) of standards possibly required

#### **SPD Question 4C.1.2 Technical and Professional Ability**

It is an essential requirement of this tender that the Bidder can demonstrate their experience in their response to question 4C1.2 below, and that they have held contracts of a similar nature, size and value to those mentioned in the tender documentation including but not exclusive to the Specification, Contract Information and Conditions of Contract within the last three years. A minimum of 3 examples and a maximum of 5 should be provided.

The Council reserves the right to verify any information supplied with the relevant Company /

Authority

#### **SPD Question 4C.6 Technical and Professional Ability (Qualifications)**

It is a mandatory requirement of this tender that the bidder recommended for award holds-

- Waste Carrier Registration
- A Goods Vehicle Operator's Licence
- Personnel that are technically competent and qualified "fit and proper persons".

Bidders should confirm below whether or not they can evidence this requirement by stating Yes or No in the text response field provided.

#### **SPD Question 4C.9 Technical and Professional Ability (Equipment)**

It is a mandatory requirement of the tender and subsequent contract that the successful bidder must have the required tools, plant and equipment available to complete the Service as detailed in the specification at the commencement of the contract. Responses should include all necessary vehicles, equipment including skip containers, compaction skips and plant.

Bidders should confirm below whether or not they can meet this requirement by stating Yes or No in the text response field provided

#### **SPD Question 4C.10 Technical and Professional Ability (Sub-Contracting)**

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

#### SPD Question 4D.1 Quality Assurance Schemes

It is a mandatory requirement of this tender that bidders hold the following quality standard(s)/accreditation(s):

ISO 90001:2015 Quality Management System or equivalent (see attachment 10)

Bidders should confirm below whether or not they can evidence this requirement by selecting Yes or No from the options list provided.

#### Health and Safety

A Health & Safety Questionnaire must be completed and submitted when requested to do so by the Council, prior to any award being made. The Health and Safety Questionnaire is included in the attachment area for information only at this stage and doesn't require to be submitted within the Qualification Envelope.

Bidders should confirm that they agree to complete the Health & Safety Questionnaire and any other associated supporting documents when requested to do so by the Council.

#### SPD Question 4D.2 Environmental Management Standards

It is a mandatory requirement of this tender that bidders hold the following environmental standard(s)/accreditation(s):

ISO 140001:2015 Environmental Management System or equivalent (see attachment 9)

Bidders should confirm below whether or not they can evidence this requirement by selecting Yes or No from the options list provided.

#### SPD Questions 3A.1 to 3A.8 Serious and Organised Crime – Information Sharing Protocol

It is a requirement of this tender that the bidder recommended for award completes and submits, when requested to by the Council, the Serious and Organised Crime – Information Sharing Protocol form for evaluation prior to any award being made.

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-006291](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

14 August 2023

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: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

14 August 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

Declarations and Certificates

In an open tendering procedure prior to any award being made the successful bidder will provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Envelope.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

SPD Question 2D.1 Prompt Payment Certificate

SPD Question 3D.3 Human Rights Act Declaration

Declaration Section Form of Offer to Tender

SPD Question 3D.11 Non-Collusion Certificate

SPD Question 4D.1 Health and Safety Questionnaire

SPD Question 4B.5.1 Insurance Certificates

SPD Questions 3A1 to 3A.8 Serious and Organised Crime – Information Sharing Protocol with Police Scotland Form

SPD Question 4C.6 Goods Vehicle Operator's Licence

SPD Question 3A.6 Modern Slavery Act 2015 Declaration

\*The 'Form of Offer to Tender' must be completed and uploaded within the relevant question in the Commercial Envelope.

In the case of an open tender, the other Declarations listed above will not be required to be uploaded and submitted with the bid, but will instead be requested by the Council following the conclusion of the evaluation of the Qualification, Technical and Commercial

Envelopes and prior to the award of the tender.

Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the SPD will invalidate the bid. In this scenario the Council will seek to obtain the relevant information and evidence from the second highest scoring bidder and so on until a fully compliant bidder is identified.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24106. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

As detailed in the tender documents

(SC Ref:738626)

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

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

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street,

Hamilton

ML3 0BT

Email

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

Telephone

+44 1698282957

Country

United Kingdom

**VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street,

Hamilton

ML3 0BT

+44 1698282957

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

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