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Tender

Window Cleaning Services

Port of Leith Housing Association Ltd

F02: Contract notice

Notice identifier: 2021/S 000-020177

Procurement identifier (OCID): ocids-h6vhtk-02d640

Published 18 August 2021, 11:05am

Section I: Contracting authority

I.1) Name and addresses

Port of Leith Housing Association Ltd

69 Pettycur Road, Kinghorn

Burntisland

KY3 9RP

Contact

Craig Somerville

Email

enquiries@assuredmanagementgroup.co.uk

Telephone

+44 1592891210

Fax

+44 1315551504

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.polha.co.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13142

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

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

Other type

Registered Housing Association

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Window Cleaning Services

II.1.2) Main CPV code

- 90911000 - Accommodation, building and window cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Window Cleaning Services

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90911000 - Accommodation, building and window cleaning services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

Bidders to submit the following:

- SPD (Pre Qualifying Document).

- Priced Submission.
- Quality Submission.

The SPD (Section - 4) will be used to Short List Bidders with the first 5 being further Evaluated on Price & Cost to determine the Most Economically Advantageous Tender.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60%

Price - Weighting: 40%

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

Start date

18 October 2021

End date

18 October 2024

This contract is subject to renewal

Yes

Description of renewals

Optional 12 Months Plus 12 Months

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

Bidders must Demonstrate relevant & recognised Window Cleaning Membership Certification/s.

Equally Bidders must demonstrate relevant Council Registration / Certification.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders must be able to demonstrate their capabilities to carry out works of a similar nature for similar client/s as well as a similar project cost.

Minimum level(s) of standards possibly required

Minimum requirement will be to have applied works of a similar nature.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

III.2.2) Contract performance conditions

Port of Leith Housing Association will apply Key Performance Indicators (KPI's) as per Contract Documentation.

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.1.8) 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

17 September 2021

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

IV.2.7) Conditions for opening of tenders

Date

17 September 2021

Local time

5:00pm

Place

Electronically - Kinghorn

Information about authorised persons and opening procedure

Assured Management Group Ltd - Craig Somerville

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

Bidders are reminded to Complete & Return All Requested Information as well as the completed Checklist all as outlined within the Tender Documentation.

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=664339.

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.

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

Bidders will be required to demonstrate engagement with Port of Leith Housing Association on Joint Community Benefit options.

(SC Ref:664339)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

27 Chambers St

Edinburgh

EH1 1LB

Country

United Kingdom