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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): ocds-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](mailto: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](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](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**

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

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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

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

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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.2.2) 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

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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**

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](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](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