

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/020403-2022>

Tender

## **Case 534484 Managing Agent for the Heat in Buildings Scotland National Scheme (HIBS)**

Scottish Government

F02: Contract notice

Notice identifier: 2022/S 000-020403

Procurement identifier (OCID): ocids-h6vhtk-03030d

Published 27 July 2022, 8:52am

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Contact**

Emma Dancer

#### **Email**

[Emma.Dancer@gov.scot](mailto:Emma.Dancer@gov.scot)

#### **Telephone**

+44 3002444000

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**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

<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>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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

Ministry or any other national or federal authority

## **I.5) Main activity**

General public services

---

## **Section II: Object**

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

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

Case 534484 Managing Agent for the Heat in Buildings Scotland National Scheme (HIBS)

Reference number

Case 534484

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

- 71314200 - Energy-management services

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

Services

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

Managing Agent for the Heat in Buildings Scotland National Scheme (HIBS)

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

Value excluding VAT: £728,000,000

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

This contract is divided into lots: No

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

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

- 45320000 - Insulation work
- 45331100 - Central-heating installation work
- 42511110 - Heat pumps

- 45400000 - Building completion work
- 45300000 - Building installation work

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

NUTS codes

- UKM - Scotland

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

The Scottish Government intends to procure a contract for the delivery of a new national scheme ("the Scheme") as part of its Heat in Buildings programme. Due to go live in 2023, the Scheme will target support at households which are in fuel poverty or at risk of being in fuel poverty.

The Scottish Government wishes to appoint a Managing Agent for the Scheme. This Managing Agent will be responsible for managing the customer journey from referral onwards – this will include identifying the measures which are suitable for the dwelling, carrying out a technical survey, installing the measures, arranging a post-installation inspection and putting in place a service warranty. The measures installed will include insulation, heating and micro generation measures, with a focus on zero emissions heating systems where this is not detrimental to Scottish Government fuel poverty objectives.

SPD (SCOTLAND)

.

Bidders must respond to each question in the Qualification Envelope in PCS-T.

.

The SPD will be scored on a 'Pass'/'Fail' basis. Only tenders that achieve a 'Pass' for all questions in the SPD will have their tender considered further.

.

2D.1, 2D.1.1 and 2D.1.2 -

Bidders must confirm if they intend to subcontract any share of the Contract, to list proposed subcontractors and submit a 'SPD (Scotland) - Subcontractors - Supplier Response' for each.

.  
**SPD 4D.1 -**

Bidders must confirm they hold a UKAS (or equivalent) accredited certificate of compliance in accordance with ISO 9001 (or equivalent).

.  
Bidders must confirm they hold a UKAS (or equivalent), accredited certificate of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement forum.

.  
**SPD 4D.2 -**

Bidders must confirm they hold a UKAS (or equivalent) accredited certificate of compliance with ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate.

**II.2.5) Award criteria**

Quality criterion - Name: Quality (Technical) / Weighting: 60

Price - Weighting: 40

**II.2.6) Estimated value**

Value excluding VAT: £728,000,000

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

Duration in months

65

This contract is subject to renewal

Yes

Description of renewals

The Scottish Government reserve the option to extend the contract for a period of up to maximum of 24 months.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract value is estimated to be no less than 42 million GBP for each financial year from the Commencement Date and could reach an average of 84 million GBP for each financial year. In addition, the Scottish Government reserves the option to scale-up the contract by up to an average of an additional 20 million GBP for each financial year from the Commencement Date.

### **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**

The Scottish Government recognise the ongoing transition to zero emissions heating and associated new emerging technologies, which are expected to be reflected in the lifetime of this contract.

---

## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

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

List and brief description of selection criteria

SPD 4B.1.1 -

Bidders will be required to have a minimum “general” yearly turnover of 10,000,000 GBP for the last two years.

.

SPD 4B.4 -

Bidders must demonstrate a Current Ratio of no less than 1.0 in each of the last two financial years.

.

Current Ratio will be calculated as follows:

Total current assets divided by Total current liabilities.

.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

.

SPD 4B.5 -

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

.

Professional Risk Indemnity: in the sum of not less than five million pounds (5,000,000 GBP) in the aggregate and which will be index linked for each year.

.

Employer's (Compulsory) Liability: in accordance with any legal obligation for the time being in force but in any event in the sum of not less than ten million pounds (10,000,000 GBP) for any one incident and the number of incidents being unlimited in any annual period of insurance.

.

Public Liability: in the sum of not less than thirty million pounds (30,000,000 GBP) and which will be index linked for each year for any one incident and the number of incidents being unlimited in any annual period of insurance.

.

Product Liability: in the sum of not less than ten million pounds (10,000,000 GBP) and which will be index linked for each year for any one incident and the number of incidents being unlimited in any annual period of insurance.

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

List and brief description of selection criteria

#### **SPD 4C.4 -**

Bidders must provide a statement of the relevant supply chain management and/or tracking systems used.

.

#### **SPD 4C.7 -**

Bidders must provide details of the environmental management measures which they will be able to use when performing the contract and to demonstrate knowledge of the climate emergency and the impact of their organisation, including their organisation's own scope 1 and 2 emissions by means of a completed Bidder 'priority contract' Climate Change Plan Template.

.

#### **SPD 4C.10 -**

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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

It shall be a condition of the Contract that the appointed Service Provider shall deliver a validly executed Performance Bond, as set out in the tender documents.

It shall be a condition of the Contract that, if required by the Scottish Government, the appointed Service Provider shall deliver a validly executed Parent Company Guarantee in the form set out in the tender documents.

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

Notice number: [2021/S 000-031638](#)

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

Date

16 September 2022

Local time

2:00pm

#### **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

16 September 2022

Local time

2:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Unknown at this time.

### **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**

AWARD STAGE

.

The Award Criteria are Quality 60% / Price 40%.

.

Except for Technical Award Criteria I1 and I2, the scoring methodology shall be:

.

0 = Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement

.

1 = Poor. Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains

insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

.

2 = Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

.

3 = Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

.

4 = Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

.

In Technical Award Criteria I1, bidders will be asked to commit to delivering the minimum targets in the Skills Development Plan contained in Annex 1D to Schedule 1 (Section C) during the Initial Term. Bidders who fail to answer “Yes” will not have their tender considered further.

.

In Technical Award Criteria I2, scores shall be calculated as follows:

.

a) An I2 Points Total will be calculated as set out in the I2 spreadsheet, which bidders are to complete.

.

b) The highest I2 Points Total will be awarded 100% of the marks available. The I2 score for the remaining bidders will be determined by allocating a mark for each bidder’ I2 Points Total relative to the highest I2 Points Total using formula:(Tenderers’ I2 Points Total / Highest I2 Points Total).

.

Bidders must confirm they will pay staff involved in contract delivery at least the real Living Wage. Bidders who fail to answer “Yes” will not have their tender considered further.

Bidders must confirm they will include the standard clause in all sub contracts ensuring payment of sub-contractors at all stages of the supply chain within 30 days and include a point of contact for payment difficulties. Bidders who fail to answer “Yes” or “N/A” to this question will not have their tender considered further.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21942. 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 described in Technical Award Criteria I1, bidders are asked to confirm to delivery of the minimum targets specified in the Skills Development Plan contained in Annex 1D to Schedule 1 (Section C) during the Initial Term.

Bidders are also required to propose additional quantities in excess of those minimum targets.

Bidders are also required to set out their proposed methodology to ensure delivery of their Community Benefit proposals.

(SC Ref:701181)

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

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

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom