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Tender

Maintenance of Biomass Boilers & Supply & Delivery of Biomass Pellets

South Lanarkshire Council

F02: Contract notice

Notice identifier: 2022/S 000-020585

Procurement identifier (OCID): ocids-h6vhtk-0356d1

Published 28 July 2022, 10:56am

Section I: Contracting authority

I.1) Name and addresses

South Lanarkshire Council

Council Headquarters, Almada Street

Hamilton

ML3 0AA

Contact

Irene Peacock

Email

irene.peacock@southlanarkshire.gov.uk

Telephone

+44 1698454184

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

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

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Maintenance of Biomass Boilers & Supply & Delivery of Biomass Pellets

Reference number

SLC/PS/HTR/21/440

II.1.2) Main CPV code

- 03413000 - Fuel wood

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Council has an ongoing requirement for the provision of a Maintenance and Emergency Call Out Service for Biomass boilers in 49 of their properties which includes Primary Schools and a Sheltered Housing complex. The Council has made the decision to include the Supply and Delivery of the Biomass Pellets along with the Service and Maintenance of the Boilers to a single contractor which will provide the Council with a turnkey solution to ensure that the biomass boilers operate effectively and efficiently.

The contractor requires to demonstrate previous experience in the maintenance of Biomass Boilers with operatives must have certified training on at least two of the boiler manufacturers and agree to carry out training, within one month if successful, on the other boilers located within Council properties. The contractor must have appropriate calibrated equipment and specialist diagnostic software/equipment required to carry out the maintenance works.

II.1.5) Estimated total value

Value excluding VAT: £3,520,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 03413000 - Fuel wood
- 50531100 - Repair and maintenance services of boilers

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire Council

II.2.4) Description of the procurement

Procurement will be conducted via the Open Tendering procedure and the ITT will be published in Public Contracts Scotland Tender (PCST)

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Contract has an optional extension of up to 36 months subject to satisfactory performance, financial standing and available funding.

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

II.2.14) Additional information

Quality Award Criteria listed below:

Resources/Service Delivery

Competency of Operatives

Customer Service

Reports

Supply & Delivery of Biomass Pellets

Fair Work First

Community Benefits - minimum number of points required - 200 points

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

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.

Bidders must confirm if they hold the particular authorisation or memberships.

III.1.2) Economic and financial standing

List and brief description of selection criteria

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.

Minimum level(s) of standards possibly required

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

List and brief description of selection criteria

SPD Question 4C.1.2 Technical and Professional Ability

With reference to the nature and details of the supplies/services that are the subject matter of this tender, relevant examples are to be provided of the supplies/services undertaken by the bidder in the last 5 years.

It is a requirement of this tender that the Bidder can demonstrate in their response to question 4.C1.2 that they have held contracts of a similar nature, size and value as detailed in the Specifications (Attachment 3) within the last FIVE years. Bidders should provide details of their experience of organising and co-ordinating large scale projects . 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)

The bidder as a company will hold the following educational or professional qualifications

It is a requirement of this tender that the bidder recommended for award holds a full and currently valid Goods Vehicle Operators License Certificate. They should complete and submit, when requested to by the Council, the Goods Vehicle Operator's Licence declaration prior to progressing to ITT stage. The Goods Vehicle Operator's Licence declaration is included in the attachments area for information only at this stage and does not require to be submitted within the Qualification or Technical Envelopes.

For further information on the above, please use the following link to access the Scottish

Government website - <https://www.gov.uk/being-a-goods-vehicle-operator/overview>.

It is a requirement of this tender that the bidder's staff have certified training on at least two of the boiler manufacturers and agree to carry out training, within one month if successful, on the other boiler manufacturers which includes - ETA Hack, Froling Turbomatic, Gilles HPK, Hargassner, Hoval Biolyt and Veissman. A full list of the boiler types is shown in the Property Asset list within the ITT.

SPD Question 4C.7 Technical and Professional Ability (Environmental Management Measures)

Bidders will be required to confirm that they will employ environmental management measures that meet the following requirements:

Details of how they currently source biomass pellets that comply with the relevant standards stated within the Specification.

Details of the recycled content across their range of products.

Details of measures used to reduce vehicle emissions.

Details of any environmental standards that your organisation holds e.g. ISO 14001 Environmental Management System.

Any other environmental measures you propose to use when performing the contract.

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

Bidders are required to provide details of the relevant tools, plant or technical equipment available to them in relation to this procurement exercise. As a minimum the bidder must have appropriate calibrated equipment and specialist diagnostic software/equipment required to carry out the maintenance works available at the commencement of the contract.

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.

Minimum level(s) of standards possibly required

SPD Question 4C.12 Quality Control (Supply Contracts Only)

Bidders will be required to confirm that they have the required quality control institute

certificates (or from agencies of recognised competence) confirming that products meet the following technical specifications or standards:

It is a requirement of this tender that Biomass wood pellets be sourced from a supplier on the Biomass Suppliers List (BSL) that has proven it meets the eligibility requirements for the Renewable Heat Incentive (RHI) scheme. All wood pellets must meet the ENplus A1 standard (1) or equivalent standard.

SPD Question 4D.1 Quality Assurance Schemes

It is a requirement of this tender that the bidder recommended for award holds the following Quality Assurance scheme membership:

Quality Assurance

ISO 9001:2015 Quality Management System accreditation or equivalent. Additional information is contained within the ITT.

Health and Safety

The bidder recommended for award completes a Health & Safety Questionnaire and submits this to the Council 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.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please refer to ITT.

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: [2022/S 000-191216](#)

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

Date

29 August 2022

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

29 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: 2030

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

VI.3) Additional information

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.

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 Questions 3A.1 to 3A.8 Serious and Organised Crime Declaration

SPD Question 3A.6 Modern Slavery Act 2015 Declaration

SPD Question 3C.1 Blacklisting in the Construction Industry Declaration

Declaration Section Form of Offer to Tender

SPD Question 3D.11 Non-Collusion Certificate

SPD Question 4B.5.1 Insurance Certificates

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

SPD Question 4C.6.1 Training certificates for Operatives (Maintenance)

SPD Question 4C.9 Calibrated Equipment and Specialist Diagnostic Software (Maintenance)

SPD Question 4C.12 Biomass Suppliers List (BSL), ENplus A1 standard (1) or equivalent standard for Wood Pellets

SPD Question 4D.1 Quality Assurance / Health and Safety Questionnaire

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 21800.

For more information see:

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

(SC Ref:700818)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street,

Hamilton

ML3 0BT

Email

hamiltoncivil@scotcourts.gov.uk

Telephone

+44 1698282957

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Please note, the alternative review body to the local Sheriff Court detailed in VI.4.1 is:

Court of Session

Parliament House

Parliament Square

Edinburgh

EH1 1RQ

+44 1312252595

supreme.courts@scotcourts.gov.uk