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Tender

Provision of Water Quality Services

The Police and Crime Commissioner for Hampshire and Isle of Wight

F02: Contract notice

Notice identifier: 2023/S 000-021033

Procurement identifier (OCID): ocds-h6vhtk-03e409

Published 21 July 2023, 9:07am

Section I: Contracting authority

I.1) Name and addresses

The Police and Crime Commissioner for Hampshire and Isle of Wight

The Long Barn, Dean Estate, Wickham Road

Fareham

PO17 5BN

Contact

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Email

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Telephone

+44 3707798727

Country

United Kingdom

Region code

UKJ36 - Central Hampshire

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.hampshire-pcc.gov.uk/>

Buyer's address

www.in-tendhost.co.uk/hampshire

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

www.in-tendhost.co.uk/hampshire

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.in-tendhost.co.uk/hampshire

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Water Quality Services

Reference number

OP21605

II.1.2) Main CPV code

- 71700000 - Monitoring and control services

II.1.3) Type of contract

Services

II.1.4) Short description

The Police and Crime Commissioner for Hampshire and Isle of Wight (the OPCC) invites applications from suitably experienced organisations who wish to tender for the provision of water quality services.

The OPCC is seeking one contractor to undertake water sampling and water system risk assessments across their estate in Hampshire and the Isle of Wight. The arrangement will support the OPCC to manage their duties in relation to water hygiene under the Health and Safety at Work Act 1974.

The contract will commence on 2 January 2024 and will be for a period of 2 years, with the option to extend for an additional period of up to 2 years.

Interested parties should register their interest in the project via the In-Tend website <https://in-tendhost.co.uk/hampshire>, and complete and submit the tender by no later than 14:00 hrs on 1st September 2023.

II.1.5) Estimated total value

Value excluding VAT: £220,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71317200 - Health and safety services
- 71600000 - Technical testing, analysis and consultancy services
- 71800000 - Consulting services for water-supply and waste consultancy

II.2.3) Place of performance

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

The Services are required at OPCC sites in Hampshire and the Isle of Wight.

II.2.4) Description of the procurement

The OPCC Estate strategy is about ensuring the Constabulary have fit for purpose buildings that not only support operational delivery, but also enable smarter working. The upgraded buildings and newly constructed properties also ensure a better working environment for officers and indeed anyone who uses and works in them.

The purpose of this contract is to provide the OPCC with an arrangement which helps to fulfil their duties under Health and Safety at Work Act 1974, to manage the risks mainly associated with legionella but including other water hygiene issues across their estate.

The Services in scope of this contract are:

-Provision of biennial water system risk assessments and completion of water system risk assessment reports following each site visit; and

-Water sampling services for both legionella and microbiological quality on a 6-monthly basis, with laboratory sample reports completed following each site visit.

-Both services are required to be undertaken at OPCC sites across Hampshire and the Isle of Wight, with sites listed at Appendix A of the tender documentation. There are currently 69 sites included in the programme.

Full details of the requirements can be found in the Specification at Annex 1 of the Invitation to Tender document set.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £220,000

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

Start date

2 January 2024

End date

1 January 2028

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

This contract will run for an initial period of 2 years until the 1 January 2026, with the option to extend for an additional period or periods of up to 2 years until the 1 January 2028.

The Commissioner anticipates that during the Agreement Period it may be necessary for it to remove sites listed in Appendix A to Schedule 1 (Specification) from the Services and/or add sites to Appendix A to Schedule 1 (Specification) to the Services. Any such removal or addition of sites shall be dealt with as a Change in accordance with clause 41 (Change) of the Terms and Conditions (Annex 3).

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

In accordance with Regulation 57 of the Public Contracts Regulations 2015. Organisations are advised it is a condition of this contract that all managers and operatives (including subcontractors) are suitably competent to execute all trades and operations encompassed by these Contracts in full compliance with UK legislation.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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: No

IV.2) Administrative information

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

Date

1 September 2023

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

IV.2.7) Conditions for opening of tenders

Date

1 September 2023

Local time

3:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Instructions how to download tender documents

This procurement will be undertaken using an e-tendering system (In-tend) which can be found at: <https://in-tendhost.co.uk/hampshire>.

Tenderers are required to register their company details on In-tend. No charge is made for registration or access to this system. Full details and user guides on how to register and operate the system are available via the link <https://in-tendhost.co.uk/hampshire/> under the HELP tab.

If you are not currently a registered supplier please register your company via the Company Details Tab at the top of the screen. Please note the email address used when registering as a new supplier should be for the person who will deal with the tender, as login details, subsequent messages and tender documents will be automatically sent to this email address. Please ensure the email account registered on this system is regularly monitored. You may register more than one user per organisation against your account.

Once you have registered, or if you already are a registered supplier, please Log On. Once in the website, click on Tenders on the top bar, scroll down to Current and then search for the title of this project for further information. If you wish to express interest please click on Express Interest. Tender documents will then be available for download.

How to submit a tender using the In-tend web site:

Log into the In-tend website. Once you have Expressed an Interest, the tender documents can be found in your My Tenders folder. Once you have located the tender you require, click on the View Details button of this project then click on the ITT Documents Tab. Scroll down the page to where it says Tender Documents Received and view all tender documents received. Click on the View button. Download the documents as required.

If we have chosen to use an interactive questionnaire, this will be located under My Tender Return. This will vary depending on the tender. When you have completed your tender, scroll down to the Attach Documents button and search for your saved document/s. Upload the documents back on to the website and click on the Red Submit Return Button. This will submit your tender. If successfully uploaded, the system will issue a confirmation receipt.

If you cannot see the receipt due to Popup Blocker you will be able to view the receipt on the History Tab.

Documents must be uploaded using Word/Excel or PDF format.

Opting In and Out

Please note you are required to 'Opt In' before you can access the 'My tender Return' to start populating your response.

The 'Opt Out' functionality will also be available throughout the duration of the tender process. Opting out will give you the option of declaring that you no longer want to receive any further communication in relation to the this tender along with the opportunity of providing comments and feedback for this decision.

You can choose to 'Opt In' at any time during the tender process if you initially decided to 'Opt Out'.

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Public Contracts Regulations 2015 (SI 2015/102) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be started within thirty (30) days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting such proceedings had arisen. The Court may extend the time-limit for starting proceedings where the Court considers that there is good reason for doing so, but not so as to permit proceedings to be started more than three (3) months after that date. Where the Contract has not been concluded, the Court may set aside the decision to award the Contract or order the Contracting Authority to amend any document and may award damages. If the Contract has been concluded, the Court may only award damages, or where the award procedures have not been followed correctly, declare the Contract to be ineffective.