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Tender

18/0554

Moray Council

F02: Contract notice

Notice identifier: 2021/S 000-021267

Procurement identifier (OCID): ocds-h6vhtk-02da83

Published 27 August 2021, 12:05pm

Section I: Contracting authority

I.1) Name and addresses

Moray Council

High Street

Elgin

IV30 1BX

Email

procurement@moray.gov.uk

Telephone

+44 1343563137

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160

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>

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

18/0554

Reference number

Moray Home Energy Efficiency Services

II.1.2) Main CPV code

- 71314300 - Energy-efficiency consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Moray Home Energy Efficiency Services

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray

II.2.4) Description of the procurement

Moray Home Energy Efficiency Services

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 month extension

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

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.

III.1.2) Economic and financial standing

List and brief description of selection criteria

4B.5.1.a It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

4B.6 Concerning any other economic or financial requirements, that may have been specified in the relevant Contract Notice, the bidder declares that: The bidder is required to confirm that (to the best of their knowledge) there are no material post balance sheet events or other business issues arising since the date of the last audited financial statements that materially impact the economic and financial standing of the economic operator.

Where the operator is not able to make such a conformation, full details of the relevant events shall be provided along with an explanation of the expected impact on the bidders economic and financial standing.

The bidder is required to provide a copy of the last 2 or 3 audited financial statements as evidence of their compliance to meet their statutory obligations.[please insert any other economic or financial requirement here]

Minimum level(s) of standards possibly required

4B.5.1.a Employer's (Compulsory) Liability Insurance - 5 Million GBP

Public Liability Insurance - 5 Million GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Minimum level(s) of standards possibly required

Bidders to provide 2 examples of similar work in the last 3 years.

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

11 October 2021

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

IV.2.7) Conditions for opening of tenders

Date

11 October 2021

Local time

12:00pm

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

4D.1 Quality Management Procedures:

The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

2. The bidder must have the following:

a. A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has, and continues to implement, a quality management policy that is authorised by their Chief Executive, or equivalent, which is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

b. Documented procedures for periodically reviewing, correcting and improving quality performance including processes for ensuring that the bidder's quality management is effective in reducing/preventing incidents of sub-standard delivery. This must include the quality of output and general performance.

c. A documented process for ensuring that quality management is effective in reducing/preventing incidents of sub-standard delivery. This must include the quality of output and general performance. The bidder must be able to provide copies of their organisation's documentation procedures that meet current agreed good practice. These

must include the arrangements for quality management throughout the bidder's organisation. They must set out how the bidder's organisation will carry out its policy, with a clear indication of how the arrangements are communicated to the workforce.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19374. For more information see:

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

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 proposals for Community Benefits will be evaluated.

(SC Ref:665260)

VI.4) Procedures for review

VI.4.1) Review body

Elgin Sherrif Court

High Street

Elgin

IV30 1BU

Email

elgin@scotcourts.gov.uk

Country

United Kingdom