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Tender

## **Cremator Maintenance**

Glasgow City Council

F02: Contract notice

Notice identifier: 2022/S 000-021439

Procurement identifier (OCID): ocds-h6vhtk-035901

Published 4 August 2022, 3:30pm

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

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

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

#### **Contact**

Linda O'Dell

#### **Email**

[linda.o'dell@glasgow.gov.uk](mailto:linda.o'dell@glasgow.gov.uk)

#### **Telephone**

+44 1412765623

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

**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.publictendersscotland.publiccontractsscotland.gov.uk](http://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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Cremator Maintenance

Reference number

GCC005170CPU

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

- 50000000 - Repair and maintenance services

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

Services

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

The council is seeking tender submissions for the provision of a cremator maintenance contract. This contract is for the inclusive maintenance of the Council's 6 cremators.

This procurement will be conducted via the Public Contracts Scotland - Tender portal (PCS-T). We will apply a one stage Open procedure.

Bidders must self-certify their adherence to the conditions of participation via the SPD (Scotland) in PSC-T, and may be required to submit Means of Proof before contract award. Bidders must refer to the specific requirements listed in Section III in this OJEU Contract Notice when completing the SPD in PCS-T.

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

Value excluding VAT: £1,600,000

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

This contract is divided into lots: No

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

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

- 42350000 - Cremators
- 50530000 - Repair and maintenance services of machinery
- 50800000 - Miscellaneous repair and maintenance services

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

NUTS codes

- UKM82 - Glasgow City

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

The council is inviting tender bids for the provision of a cremator maintenance contract. This contract is for the inclusive maintenance of the Council's 6 cremators. The contract will require compliance with all the relevant legislation/regulations both general and specific/defined. This will include the provision of an annual 'stack test' at each site.

The contract will also provide a call-out service for repairs.

### **II.2.5) Award criteria**

Quality criterion - Name: Service Delivery / Weighting: 15%

Quality criterion - Name: Continuous Operation / Weighting: 15%

Quality criterion - Name: Replacement Spares / Weighting: 10%

Quality criterion - Name: Breakdown Response / Weighting: 5%

Quality criterion - Name: Research and Development / Weighting: 5%

Quality criterion - Name: Annual Testing / Weighting: 5%

Quality criterion - Name: Fair Work First / Weighting: 5%

Cost criterion - Name: Maintenance Requirement / Weighting: 30%

Cost criterion - Name: Spare Parts / Weighting: 10%

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

Duration in months

This contract is subject to renewal

Yes

Description of renewals

The contract duration is for 6 Years with an option to extend for a further two periods of 12 months each.

#### **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**

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.

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### **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

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:

Employer's (Compulsory) Liability Insurance = 10 million GBP

Public Liability Insurance = 5 million GBP

Products Liability Insurance = 5 million GBP

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process:-

There is a minimum financial requirement that affects trading performance, balance sheet strength and current liquidity.

Financial requirements for trading performance and balance sheet strength should be calculated on latest filed accounts with Companies House.

#### Trading Performance Ratio

An overall positive outcome on pre-tax profit over a 3-year period.

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio Pre-Tax Profit/Turnover

#### Balance Sheet Strength

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities

If an applicant is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, full set of accounts will be required in order to verify the above ratios have been complied with.

An applicant should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

Due to the potential negative financial consequences of the pandemic on company finances, Glasgow City Council also requires assurance regarding current liquidity of the bidding company. The bidder must provide a Letter of Comfort from its own bank to satisfy

the above financial requirement.

If the pandemic has had an adverse effect on the latest set of accounts filed with Companies House, Glasgow City Council will take that into account in determining financial suitability for the contract.

The above, however, should not impinge on the financial viability of the company, as defined by the ratios set out in the above financial requirements.

Glasgow City Council reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulations 61(7) or Regulation 61 (8) of the Public Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing.

For non-UK Companies, ratios and minimum turnover should be calculated on information contained in the most recent audited accounts.

Where the applicant is a group of economic operators (such as a consortium), the Lead Party of that group must comply with minimum financial requirements.

Bidders will be required to provide adequate assurance of financial strength to successfully complete their contractual obligations and have available their three (3) most recent sets of annual audited accounts including profit and loss information.

Any Bidder that fails to achieve or exceed the criteria as stated above will be excluded at this stage.

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

List and brief description of selection criteria

Selection criteria as stated in the procurement documents

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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

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

#### **IV.2.7) Conditions for opening of tenders**

Date

6 September 2022

Local time

12:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The contract duration is for 6 Years with an option to extend for a further two periods of 12 months each.

### **VI.3) Additional information**

Bidders must hold certificates for Quality Assurance, Health & Safety and Environmental Management Standards or comply with all questions noted in SPD Section 4D.

H&S—applicants must complete & return the H&S questionnaire found in the Buyers Attachments area of the tender portal. Information on the FOI Act is contained in Appendix A of the ITT. Applicants must note the implications of this legislation & ensure that any information they wish the council to consider withholding is specifically indicated on the FOI Certificate contained in the Qualification Envelope within the PCS Tender portal(NB the council does not bind itself to withhold this

information). Tenderers Amendments-Applicants must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this offer. Applicants will be required to complete the tenderers amendment certificate. Prompt Payment-The successful tenderer shall, as a condition of being awarded the contract, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these services are paid timeously and that as a minimum invoices rendered by subcontractors shall(unless formally disputed by the tenderer)be paid within 30 days

of receipt. The successful tenderer shall also impose this condition on its subcontractors in respect of payments due to any sub-sub-contractors, if any. Applicants will be required to complete the prompt payment certificate. Applicants will be required to complete the Non-Collusion certificate. All successful suppliers will be required to sign an Insurance Mandate, which will be issued in conjunction with the award letter authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the

mandate is not signed & returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period. Request For Documentation: All documentation specified in the SPDS must be provided. Failure to supply the information within timeframe requested may result in your bid being rejected & the Council proceeding with the procurement exercise to the next appropriate bidder. Additional information pertaining to this contract notice is contained within the Tender documents. Applicants must ensure they read in line with this contract notice.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21675.  
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:

Community Benefits has been included as a mandatory requirement. Minimum Community Benefit Points (CBP) Required - 80.

Please refer to the tender documentation for further information.

(SC Ref:697922)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

PO Box 23 1 Carlton Place

Glasgow

G2 9DA

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Glasgow City Council ("the Council") must, by notice in writing as soon as possible after

the decision has been made, inform all tenderers and candidates concerned of its decision to award the contract, conclude the framework agreement or establish a dynamic purchasing system. The Council must allow a period of at least the relevant standstill period (where the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 85(1) of the Public Contracts (Scotland) Regulations 2015 ("the Regulations"). The Council is obliged to comply with the Regulations and any eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the Council must not enter into the contract, conclude the framework agreement or establish the dynamic purchasing system unless the proceedings are determined, discontinued or disposed of; or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.