

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/021497-2022>

Tender

## **Laser Scanning and Modelling Services**

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2022/S 000-021497

Procurement identifier (OCID): ocds-h6vhtk-032499

Published 5 August 2022, 8:57am

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

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

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### **Contact**

Callum Ewan

#### **Email**

[callum.ewan@edinburgh.gov.uk](mailto:callum.ewan@edinburgh.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

**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**

Laser Scanning and Modelling Services

Reference number

CT0946

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

- 71315300 - Building surveying services

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

Services

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

Edinburgh City Council have identified the need for a 3-dimensional (3D) laser scanning and modelling Service Provider. The service shall allow for the development of 3D “digital twins” of the Council’s operational properties, improving property data management. The service is required to scan buildings before converting them into Building Information Modelling (BIM) or plan outputs.

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

Value excluding VAT: £240,000

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

This contract is divided into lots: No

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

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

- 72242000 - Design-modelling services

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The City of Edinburgh

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

3D Scanning and Modelling Services aim to provide:

- A more streamlined process than traditional 2D plan drawings
- Deliver up to date and accurate BIM, improving asset and property management as well as decision making
- Contributing to the Council's climate initiatives

The Service Provider is to offer end to end 3D Scanning and Modelling services. The Services will range from the undertaking of the scanning of buildings, creating desired BIM or plan outputs and handover of point cloud data/storing of models for a designated period of time post project completion.

The Council has a range of buildings of varying size that will be required to be scanned, with the aim of completing 10 to 20 buildings per year depending on size and complexity of individual buildings. The service is required for four years.

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £240,000

#### **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

The Council wishes to hold the option to extend for up to a further 2 years, undertaken at the sole discretion of the Council.

**II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 8

Objective criteria for choosing the limited number of candidates:

Contained within "Instructions to Tenderers"

**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.1.2) Economic and financial standing**

List and brief description of selection criteria

Part 4: Selection criteria - B: Economic and financial standing – Question 4B.1 - Bidders are required to have a minimum “general” annual turnover of 120,000 GBP for the last two financial years. Where a Bidder does not have an annual turnover of this value, the Council may exclude the Bidder from the competition or may apply discretion seeking supporting evidence to determine the Bidder’s suitability to proceed in the competition.

Part 4: Selection criteria - B: Economic and financial standing – Question 4B.4 - Bidders will be required provide the following information in response to 4B.4:

- Current ratio for Current Year: 1.10
- Current ratio for Prior Year: 1.10

The formula for calculating a Bidder’s current ratio is current assets divided by current liabilities. The acceptable range for each financial ratio is greater than 1.10. Where a Bidders’ current ratio is less than the acceptable value, the Council may exclude the Bidder from the competition or may apply discretion seeking supporting evidence to determine the Bidder’s suitability to proceed in the competition.

Part 4: Selection criteria - B: Economic and financial standing – Question 4B.5 - Bidders are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- Employers (Compulsory) Liability Insurance - 5m GBP
- Public Liability Insurance - 5m GBP
- Product Liability Insurance - 5m GBP
- Professional Indemnity Insurance - 5m GBP

Where a Bidder does not hold or commit to obtaining the types and levels of insurance indicated, the Council may exclude the Bidder from the competition.

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

List and brief description of selection criteria

Part 4: Selection Criteria - Technical and Professional Ability – Question 4C.1 – Bidders are required to answer the following questions:

Question 1 – Yes/No

It is a requirement of this service that all data and building plans are held on a secure server based in the UK and not shared with any third parties under any circumstances.

This is essential for security purposes. Please confirm that you understand this minimum standard, and your policies and procedures align.

If you do not answer yes to this question then we cannot take your tender application further.

Question 2 – 60%

Please provide two case studies that demonstrate your organisation's experience of delivering Scan to BIM laser scanning and modelling services.

These case studies must be for projects completed within the last 5 years.

The information you provide for each case study should, as a minimum, cover the following areas:

- a detailed description of the service outputs delivered;
- customer details, contract values, dates, property type and project brief;
- a description of the processes and timescales adopted to deliver the project from inception to delivery of final model, including process stages along with hardware and software tools used;
- a description of the outputs, including as a minimum, the format, level of accuracy including tolerance ranges of the outputs.

Your response is limited to 4 A4 pages per Case Study including any images.

Higher marks will be allocated to project examples which demonstrate high quality delivery of laser scanning and modelling services to clients.

Question 3 – 40%

Please provide one case study that demonstrates your organisation's experience of

delivering Scan to Plan laser scanning and modelling services.

These case studies must be for projects completed within the last 5 years.

The information you provide for each case study should, as a minimum, cover the following areas:

- a detailed description of the service outputs delivered;
- customer details, contract values, dates, property type and project brief;
- a description of the process and timescales adopted to deliver the project from inception to delivery of final drawing content, including process stages along with hardware and software tools used;
- a description of the outputs, including as a minimum, the format, level of accuracy including tolerance ranges of the outputs.

Your response is limited to 2 A4 pages per Case Study including any images.

Higher marks will be allocated to project examples which demonstrate high quality delivery of laser scanning and modelling services to clients.

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

#### **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**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators



Envisaged maximum number of participants to the framework agreement: 5

#### **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 000-007679](#)

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

Date

7 September 2022

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

3 October 2022

#### **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)

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Late 2026 if full extension option is taken up

### **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**

It is a mandatory requirement of this Contract that a prompt payment clause is present in all supply chain Contracts used in the delivery of the requirements. This ensures payment of sub-contractors at all stages of the supply chain within 30 days and includes an obligation to provide a point of contact for sub-contractors to refer to in the case of payment difficulties. This will require active monitoring of payment performance as well as the provision of evidence and reports to the Council on request or as contractually scheduled.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 21446. 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:

Contractors are expected to offer a suitable community benefit linked to the service. This shall be further detailed at full tender stage to shortlisted candidates.

(SC Ref:701869)

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

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

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.