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Tender

Temporary Crewing Framework

Scottish Government

F02: Contract notice

Notice identifier: 2022/S 000-022138

Procurement identifier (OCID): ocds-h6vhtk-035af3

Published 11 August 2022, 12:13pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

Marine Scotland, Marine Laboratory, 375 Victoria Road, Torry

Aberdeen

AB11 9DB

Contact

Bob McLeod

Email

bob.mcleod@gov.scot

Telephone

+44 1312442567

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

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.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Temporary Crewing Framework

Reference number

CASE/386783

II.1.2) Main CPV code

- 79620000 - Supply services of personnel including temporary staff

II.1.3) Type of contract

Services

II.1.4) Short description

Marine Scotland has a requirement to set up a framework with external providers for provision of Temporary Crewing Framework.

II.1.5) Estimated total value

Value excluding VAT: £5,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Around coastline of Scotland

II.2.4) Description of the procurement

Marine Scotland operates a fleet of three marine protection vessels (MPV Hirta, MPV Jura and MPV Minna) and two marine research vessels (MRV Scotia and MRV Alba Na Mara). We also operate a number of small inshore craft. All vessels, except Alba Na Mara and small inshore craft, are Class VII Merchant Ships engaged in unlimited trade. MRV Alba Na Mara is operated as a Class 1 Workboat and as such remains within 150 nautical miles from a safe haven in and around the Scottish coast. The smaller inshore craft are also coded under the Workboat Code. The patrol vessels work three week voyages (patrols) with two crews working back to back.

The vessels of Marine Scotland are Crown assets nominally owned by Scottish Ministers and as such are “Government Ships”, reference section 308 of the 1995 Merchant Shipping Act. In addition Scottish Fisheries Cruisers and Research Ships are exempted from certain sections of Merchant Shipping Acts, including the need to carry Official Log Books and Crew Agreements. The following Orders refer: The Merchant Shipping (Registration of Scottish Fishery Cruisers, Research Ships etc.) Order, 1960 and the Merchant Shipping (Registration of Scottish Fishery Cruisers, Research Ships etc.) (Amendment) Order 1972.

A single temporary assignment on a patrol ship or small inshore craft is therefore 22 days (allowing for changeover days at each end of the patrol). However temporary assignments may vary to less or more than this to allow for essential operations. The research vessels follow a designated science programme with voyages (science cruises) varying between 2 weeks to 4 weeks (approximately), again each vessel has two crews working alternative voyages.

In order to operate the vessels safely and comply with regulations, each vessel must maintain a minimum level of staffing aboard prior to sailing. The vessels are operated by permanent Marine Scotland staff but require supplementary temporary staff to ensure business continuity. Consequently, Marine Scotland has a requirement to set up a framework with external providers for provision of Temporary Crewing Framework.

II.2.5) Award criteria

Quality criterion - Name: Understanding of Business / Weighting: 10

Quality criterion - Name: Delivery of Requirements / Weighting: 40

Quality criterion - Name: Contract Management / Weighting: 15

Quality criterion - Name: Quality Assurance & Risk Management / Weighting: 15

Quality criterion - Name: Corporate & Social Responsibilities / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 10

Price - Weighting: 40

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

Start date

1 November 2022

End date

31 October 2025

This contract is subject to renewal

Yes

Description of renewals

An option of a further 12 months extension to 31 October 2026 will be part of the framework.

II.2.10) Information about variants

Variants will be accepted: Yes

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

This section covers questions 4B1-6 of the SPD (Scotland).

Minimum level(s) of standards possibly required

4B2a: Bidders will be required to have a minimum "specific" yearly turnover of 1,250,000 GBP for the last two years.

In the event that the Bidder does not comply with this requirement, they will not be considered any further in this tendering exercise.

As evidence for the SPD (Scotland) question 4B2a, the Procurement Officer may ask for annual accounts from the bidder.

4B5: 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 of insurance indicated below:

Employers (Compulsory) Liability Insurance = In accordance with the legal obligation for the time being enforced.

Public Liability Insurance = 5 Million GBP

4B6: Bidders must demonstrate a) Profit Margin Ratio of greater than 3%, b) Quick Ratio of greater than 100% or 1:1, c) Current Ratio of greater than 100% or 1:1 d) Debt Ratio of greater than 100% or 1:1.

Profit Margin Ratio will be calculated as follows: net income divided by net sales.

Quick Ratio will be calculated as follows: Current Assets minus Inventory minus Prepaid expenses divided by Current Liabilities.

Current Ratio will be calculated as follows: net current assets divided by net current liabilities.

Debt Ratio will be calculated as follows: Total liabilities divided by Total assets.

Please state whether you have applied IFRS15 to your accounts.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Details of facilities and equipment, measures for ensuring quality management procedures.

Minimum level(s) of standards possibly required

4C1.2: Bidders will be required to provide three examples over the last five years that demonstrate that they have the relevant experience to deliver the services/supplies as described in the Contract Notice or the relevant section of the site notice.

4C2: Bidders will be required to provide details of those individuals responsible for quality control in relation to this procurement exercise.

4C7: Bidders will be required to confirm what environmental management measures they will employ.

4C9: Bidders should provide details of relevant tools, plant or technical equipment available to you in relation to this procurement exercise.

4C10: Bidders will be required to confirm that whether they intend to subcontract and if so, for what proportion of the contract.

Quality Management Procedures

1. 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 documented policy regarding quality management. The policy must set out the 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, and 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.

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

Open 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: 2

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

12 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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

12 September 2022

Local time

12:00pm

Place

Aberdeen

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The framework will end in 31 October 2026.

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic payment will be used

VI.3) Additional information

SPD will be scored on a pass/fail basis.

Question scoring methodology for Award Criteria outlined in Invitation to Tender.

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 - Poor. Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 - Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 - Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=538689.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=703160.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

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The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Nature of framework means that it is very unlikely that there will be any sub-contracting within this framework.

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

Community benefits will occur by the very nature of this activity which is to recruit temporary marine staff. We will be encouraging staff to be chosen in locality of vessel which are based in Scotland so job opportunities will occur within Scotland.

(SC Ref:703160)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=703160

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom