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Tender

## **Transport and Storage of Rock Salt**

Glasgow City Council

F02: Contract notice

Notice identifier: 2023/S 000-022768

Procurement identifier (OCID): ocds-h6vhtk-03ed34

Published 4 August 2023, 2:37pm

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

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

Glasgow City Council

40 John St, City Chambers

Glasgow

G2 1DU

#### **Contact**

Fraser Murray

#### **Email**

[fraser.murray@glasgow.gov.uk](mailto:fraser.murray@glasgow.gov.uk)

#### **Telephone**

+44 1412878673

#### **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

<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**

Transport and Storage of Rock Salt

Reference number

GCC005822CPU

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

- 60000000 - Transport services (excl. Waste transport)

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

Services

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

Glasgow City Council would like to invite Tender bids for the Contract for the Transport and Storage of Rock Salt

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

Value excluding VAT: £300,000

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

This contract is divided into lots: No

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

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

- 63120000 - Storage and warehousing services

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

NUTS codes

- UKM82 - Glasgow City

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

Glasgow City Council would like to invite tender bids for the Transport and Storage of Rock Salt.

Glasgow City Council (Neighbourhoods, Regeneration and Sustainability Department) requires the successful supplier to accept articulated lorry deliveries of rock salt from the King George V Dock, provide covered storage for 4,000 Tonnes of untreated and 6,000 Tonnes of treated rock salt (per year). The successful supplier will also be responsible for stacking and shaping the rock salt in two distinct piles (treated and untreated) and the transportation of the rock salt to various depots within the Glasgow City Council boundaries adhering to the agreed schedule.

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

Quality criterion - Name: Process / Weighting: 15

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 75

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

Value excluding VAT: £300,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract is expected to run for 3 years. The Council will have an option to extend the contract for 3 periods of up to 12 months which will be exercised by the council serving notice on the Bidder in accordance with the council's Terms and Conditions.

### **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

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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

List and brief description of selection criteria:

In order to pass the Financial Check section of the contract, it is mandatory for companies to attain the undernoted:-

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

#### Trading Performance

An overall positive outcome on pre tax profits 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.

- Liquidity Ratios

Current Ratio - Current Assets/Current Liabilities

Leverage Ratio - Long-term Bank Debt/Net Worth

Applicants must achieve a score of 5 and above from a combination of above two liquidity ratios.

Scoring Method

Current Ratio

Range Score

0.00 to 0.80 0

0.81 to 0.90 1

0.91 to 1.00 2

1.01 to 1.10 3

1.11 to 1.20 4

1.21 and above 5

Leverage Ratio

0.01 to 19.99 5

20.00 to 39.99 4

40.00 to 59.99 3

60.00 to 79.99 2

80.00 to 100.00 1

Intangibles can be included for purposes of the Net Worth figure.

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.

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 financial requirements.

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.

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

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

Minimum level(s) of standards possibly required

<https://Glasgow City Council's Insurance Requirements> are:

Bidder shall take out and maintain, throughout the period of the contract, Employer's Liability insurance to the value of at least TEN MILLION POUNDS STERLING (10,000,000 GBP) in respect of any one event and unlimited in the period.

Bidder shall take out and maintain, throughout the period of the contract, Public Liability insurance to the value of at least FIVE MILLION POUNDS STERLING (5,000,000 GBP) in respect of any one event and unlimited in the period.

Bidder shall take out and maintain throughout the period of their services, at least statutory Motor insurance cover as per the Road Traffic Act 1988.

The above insurances shall be with an insurance company registered with Financial Conduct Authority (FCA) in the UK, or equivalent body for other EU member states by the

council and any organisation shall not sub-let or sub-contract any part of the commission unless the sub-contractor is similarly insured, unless the council agrees otherwise. It is the express responsibility of the lead organisation to ensure this is the case.

Should the Bidder not have the specified insurances at the time of tendering then, the Bidder must certify in their response to this ITT that the specified insurance will be obtained.

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

The Bidder appointed to the contract shall, during the lifetime of the contract, inform the Council immediately of any material changes to the information provided in their submission in relation to economic and financial standing.

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

Please provide 2 relevant examples of supplies and/or services carried out during the last three years as specified in the Contract Notice:

(Examples from both public and/or private sector customers and clients may be provided)

Responses should not exceed 2 X A4 sided of paper for each example and should be submitted in Ariel font 11. Where a submission exceeds the maximum number of sides of A4 paper requested, no account will be taken of the content of the contents beyond the maximum.

The weighting will be 50% for each example with 100% attributed to two examples for this contract.

Minimum level(s) of standards possibly required

Bidders must score in total a minimum of 60% for SPD question 4C1.2. Any Bidder who fails to achieve the minimum points score will be excluded at this stage.

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

#### **III.2.2) Contract performance conditions**

The invoices received from the successful supplier as referred to in Section 4.4.6 Complaints Procedure of the Invitation to Tender should be received in an accurate and timely manner. Should a target of 98% not be met, corrective action will be required.

The supplier is required to produce quarterly reports in accordance with Section 10.3. – Management Information of the Invitation to Tender. If the supplier fails to meet the timescales below on 3 or more occasions in any 12 month period, corrective action will be required. The timescales are as follows:-

0-2 hours (during business hours) for issues classified as High priority.

Within 48 hours for issues classified as Medium priority.

Within 5 working days for issues classified as Low priority

## **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

4 September 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

4 September 2023

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: November/December 2028

### **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**

Health & Safety – Bidders must complete the Health & Safety Questionnaire as part of their submission response. The Questionnaire will be evaluated pass or fail.

Freedom of Information Act – Information on the FOI Act is contained in Appendix A of the ITT. Bidders note the implications of the legislations and ensure any information they wish the council to consider withholding is specifically indicated on the certificate contained within the Technical response envelope within the PCS-T portal (The council does not bind itself to withholding this information).

Tenders Amendments Certificate – Bidders must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this offer in the tenders amendment certificate contained within the Technical response envelope within the PCS-T portal.

Prompt Payment Certificate – The successful bidder shall as a condition of being awarded to the framework will be required to demonstrate to the council's satisfaction that all funds due to the tenderers permitted sub-contractors in respect of these works are paid timeously and that as a minimum invoices rendered by sub-contractors shall (unless formally disputed by the bidder) be paid within 30 days of receipt. The successful bidder shall impose this condition on it sub-contractors in respect of payments due to any sub-contractors, if any.

Bidders are required to complete the Non Collusion Certificate contained in Technical response area in PCS-T portal.

All suppliers will be required to sign an Insurance Mandate in Technical response envelope within PCS-T portal. If it is not signed and returned the Council reserve the right to request copies of Certificates from bidders at any point during the contract period.

Terms and conditions are located within the buyer's attachment area with PCS-T portal.

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

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

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:

Bidders must offer a minimum of 25 points worth of Community Benefits from the Community Benefits Menu. Bidders must review the Community Benefits Menu and indicate the type and volume of any Community Benefits outcomes which they propose to deliver through this contract. The outcomes offered must meet the minimum Community Benefits points required for the contract.

(SC Ref:xxxxx)

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24145. 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:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Bidders must offer a minimum of 25 points worth of Community Benefits from the Community Benefits Menu. Bidders must review the Community Benefits Menu and indicate the type and volume of any Community Benefits outcomes which they propose to deliver through this contract. The outcomes offered must meet the minimum Community Benefits points required for the contract.

(SC Ref:732054)

#### **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

G5 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.