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Tender

## **Provision of Removals, External Environmental Works & Needle Sweep Services**

West Dunbartonshire Council

F02: Contract notice

Notice identifier: 2023/S 000-024224

Procurement identifier (OCID): ocids-h6vhtk-03f4e8

Published 17 August 2023, 3:52pm

The closing date and time has been changed to:

**22 September 2023, 12:00pm**

See the [change notice](#).

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

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

West Dunbartonshire Council

16 Church Street

Dumbarton

G82 1QL

#### **Email**

[corporate.procurement@west-dunbarton.gov.uk](mailto:corporate.procurement@west-dunbarton.gov.uk)

#### **Telephone**

+44 1389737000

**Country**

United Kingdom

**NUTS code**

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

**Internet address(es)**

Main address

<http://www.west-dunbarton.gov.uk/business/suppliers/procurement/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00153](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153)

**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

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## **Section II: Object**

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

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

Provision of Removals, External Environmental Works & Needle Sweep Services

Reference number

2223-84

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

- 90911200 - Building-cleaning services

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

Services

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

West Dunbartonshire Council are looking to appoint a suitably qualified supplier to carry out Removals, External Environmental Works & Needle Sweep 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

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

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

West Dunbartonshire Council are looking to appoint a suitably qualified supplier to carry out Removals, External Environmental Works & Needle Sweep Services.

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

Quality criterion - Name: Cost / Weighting: 10

Quality criterion - Name: Quality / Weighting: 50

Quality criterion - Name: Service / Weighting: 30

Quality criterion - Name: Social Benefits / Weighting: 10

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

No

**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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 8 and 9 of the Procurement (Scotland) Regulations 2016.

If required by the member state, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established.

#### **III.1.2) Economic and financial standing**

Minimum level(s) of standards possibly required

4B.1,& 4B.2 Turnover - Bidders must demonstrate an annual turnover for each of the two previous years of greater than two times the annual value of contract on offer est. 150,000 GBP, therefore a turnover of minimum 300,000 GBP is required

4B.4 Ratios - a Pass in any two of the three ratios as an overall Pass for Economic and Financial standing .

- (Ratio 1) Acid Test – (Current Assets-stock)/Current Liabilities. To pass the Acid Test Ratio question the bidder must have a score of greater than 1.
- (Ratio 2) Return on Capital Employed %– Profit/Capital employed. To pass this question the Council require the bidder to score a positive figure/Percentage.
- (Ratio 3) Current Ratio – Current Assets/Liabilities. To pass this question the Council require the bidder to achieve a score of greater than 1.

WDC will use template WD09 - WDC Financial Vetting Questionnaire, it is recommended that candidates review their own ratio scores in advance of submitting their tender. In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee WD04 - Parent Company Guarantee refers. Should after review of the financial evaluation of bidder fail, then the tender submission may be rejected.

Q4B.5.1 –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 listed below:

- Employers Liability Insurance - 10 million GBP each and every claim

#### Q4B5.2

- Public and Product Liability Insurance - 10 million GBP each and every claim
- Professional Indemnity Insurance - 5 million GBP each and every claim

Documentation requested for the above insurances should include name of insurers, policy numbers, expiry date and limits of any one incident and annual aggregate caps and the excesses under the policies.

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

Minimum level(s) of standards possibly required

#### Discretionary Scored Questions – Shortlisting Qualification Envelope Questions

These question will be scored in line with “Evaluation Methodology” as detailed in WD01 however a minimum “pass” threshold of 2 acceptable(50%) must be achieved or the tenderer will have failed to meet the Councils requirements and therefore will not progress to stage 2 “award criteria (Technical & Commercial envelopes)

Tenders received will be subject to assessment, clarification and ranking by means of a structured process in accordance with this Council’s Standing Orders Relating to Contracts, in order to determine the Tender that is the Most Economically Advantageous to the Council

#### Technical Envelope:

Within this section Tenderers are required to confirm compliance with the Terms and Conditions of Contract, failure to comply with these may result in the Tender Submission not being considered further.

Within this section Tenderers are required to confirm compliance with the Specification/ Scope, failure to comply with these may result in the Tender Submission not being considered further.

The Technical Envelope contains several elements that will be required to be completed by Tenderers in order to be scored. The associated weighting for this overall section is 40%

With reference to SPD question 4C.1, bidders will be required to provide a minimum of 3 examples that demonstrate that they have experience in carrying out the works as set out in the tender, or work of a very similar nature. This should be recorded on the instructional attachment within the question and re-uploaded to the question.

The Council reserves the right to contact any or all of the companies provided in previous works examples to ascertain performance and visit their premises, candidates should ensure that companies listed would be willing to discuss the candidates performance with the Council.

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

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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**

Originally published as:

Date

18 September 2023

Local time

12:00pm

Changed to:

Date

22 September 2023

Local time

12:00pm

See the [change notice](#).

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

English

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

Date

18 September 2023

Local time

12:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24876.  
For more information see:

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

(SC Ref:742079)

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

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

Dumbarton Sheriff Court and Justice of the Peace Court

Sheriff Court House, Church Street

Dumbarton

Country

United Kingdom