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Tender

## **Local Heat and Energy Efficiency Strategies Review**

Scottish Government

F02: Contract notice

Notice identifier: 2023/S 000-024317

Procurement identifier (OCID): ocds-h6vhtk-03f525

Published 18 August 2023, 12:17pm

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

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

Scottish Government

Victoria Quay, Leith

Edinburgh

EH6 6QQ

#### **Contact**

Marc Jones

#### **Email**

[marc.jones@gov.acot](mailto:marc.jones@gov.acot)

#### **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](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

<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**

Ministry or any other national or federal 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

Local Heat and Energy Efficiency Strategies Review

Reference number

Case/663233

#### II.1.2) Main CPV code

- 73110000 - Research services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

LHEES are at the heart of a place based, locally led and tailored approach to delivering the transition to climate-friendly, more energy efficient homes and non-domestic buildings. These local Strategies will underpin an area-based approach to heat and energy efficiency planning and delivery. They will set out the long-term plan for decarbonising heat in buildings and improving their energy efficiency across an entire local authority area.

The Local Heat and Energy Efficiency Strategies (Scotland) Order 2022 came into force on 21 May 2022. The Order sets out a legal requirement for local authorities to produce Local Heat and Energy Efficiency Strategies and Delivery Plans by 31 December 2023 and update them every five years. The Order was developed in partnership with COSLA and creates a clear statutory basis that will ensure consistency and comprehensive coverage across Scotland against a common minimum standard, raising the profile of local Strategies with industry and investors.

To fulfil their statutory duty as set out in the Order, the Scottish Government has published LHEES Guidance, which sets out what is required in terms of the production and content of an LHEES. The Scottish Government has also made available to all 32 local authorities an LHEES Methodology, which is a more detailed, step by step approach, representing best practice in how to produce an LHEES. However the LHEES Methodology isn't mandatory, local authorities are able to modify their approach to reflect local circumstances as long as they fulfil the requirements as set out in the LHEES Guidance.

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

Value excluding VAT: £150,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 09300000 - Electricity, heating, solar and nuclear energy

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

NUTS codes

- UKM - Scotland

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

LHEES are at the heart of a place based, locally led and tailored approach to delivering the transition to climate-friendly, more energy efficient homes and non-domestic buildings. These local Strategies will underpin an area-based approach to heat and energy efficiency planning and delivery. They will set out the long-term plan for decarbonising heat in buildings and improving their energy efficiency across an entire local authority area.

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The Scottish Government is looking to appoint a supplier to deliver three objectives in relation to the review, summarisation and collation of all 32 local authorities' Local Heat and Energy Efficiency Strategies and Delivery Plans.

#### Part 1 – Review of draft LHEES

- The supplier will provide a review function for local authorities' draft Strategies and Delivery Plans. Reviewing of the draft Strategy and Delivery Plan documentation against the expectations outlined within the LHEES Guidance.
- The supplier will act as a critical friend providing feedback to local authorities regarding the quality and clarity of their draft and importantly whether it fulfils the requirements as set out in the LHEES Guidance.

#### Part 2 – Review and summary of published LHEES

- Once local authorities publish their LHEES (by the end of 2023) and building on any reviews carried out in Part 1 and any reviews done by others ahead of the contract award, the supplier will review all published Strategies and Delivery Plans against the LHEES Guidance and provide a summary report of all 32 local authorities' LHEES drawing out key themes and actions that may need to be considered at a national level.

#### Part 3 – Collation of data

- The supplier will collate, catalogue and combine all relevant LHEES data from published strategies and delivery plans. The collation, cataloguing and combining of data will include:
  - Collation of data from all local authorities and from their published strategies and delivery plan documents.
  - Cataloguing of data, as a minimum, against the six LHEES considerations outlined in Annex A of the LHEES Guidance and also data associated with strategic zoning and delivery area zoning as defined in the LHEES Guidance.
  - Combining of data from all local authorities based into a national data set. The supplier may need to perform some conversions to the data formats provided to enable the creation of a national dataset of a single format.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

18

This contract is subject to renewal

Yes

Description of renewals

The initial contract is for a period of 18 months. An optional extension period may be utilised for up to a further 6 months.

## **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

SPD 4B.4 -

Bidders must demonstrate a Current Ratio of no less than 1. Current Ratio will be calculated as follows: Total current assets divided by Total current liabilities.

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

SPD 4B.5 -

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Public Liability: in the sum of not less than 2 million GBP.

Professional Risk Indemnity: in the sum of not less than 2 Million GBP.

Employer's (Compulsory) Liability: in accordance with any legal obligation for the time being in force but in any event in the sum of not less than 5 Million GBP.

Such insurance must be maintained for the duration of the Contract and for a minimum of 5 years following the expiry or termination of the Contract.

Minimum level(s) of standards possibly required

SPD 4B.4 -

Bidders must demonstrate a Current Ratio of no less than 1. Current Ratio will be calculated as follows: Total current assets divided by Total current liabilities.

SPD 4B.5 -

Public Liability: in the sum of not less than 2 million GBP.

Professional Risk Indemnity: in the sum of not less than 2 Million GBP.

Employer's (Compulsory) Liability: in accordance with any legal obligation for the time being in force but in any event in the sum of not less than 5 Million GBP.

Such insurance must be maintained for the duration of the Contract and for a minimum of 5 years following the expiry or termination of the Contract.

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

List and brief description of selection criteria

SPD 4C.1.2 -

Supply/Service Contracts – examples of relevant experience in last three years

SPD 4C.4 -

Bidders must provide a statement of the relevant supply chain management and/or tracking systems used.

Minimum level(s) of standards possibly required

SPD 4C.1.2 -

Bidders will be required to provide examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

SPD 4C.4 -

Suppliers required to confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b)  $\geq 95\%$  of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

## **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



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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

18 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

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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24936. 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>

(SC Ref:741916)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom