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Tender

THE PROVISION OF A HEAT IN BUILDINGS SCOTLAND NATIONAL SCHEME QUALITY ASSURANCE AND AUDIT (QAA)

Scottish Government

F02: Contract notice

Notice identifier: 2023/S 000-024847

Procurement identifier (OCID): ocds-h6vhtk-03dbe8

Published 23 August 2023, 4:14pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Email

Geri.Bradley@gov.scot

Telephone

+44 7917497741

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

THE PROVISION OF A HEAT IN BUILDINGS SCOTLAND NATIONAL SCHEME QUALITY ASSURANCE AND AUDIT (QAA)

Reference number

563021

II.1.2) Main CPV code

- 72225000 - System quality assurance assessment and review services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Government intends to procure a contract for a managing agent to deliver a new national scheme (“the scheme”) as part of its' Heat in Buildings Programme.

II.1.5) Estimated total value

Value excluding VAT: £3,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72225000 - System quality assurance assessment and review services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

The Purchaser requires the provision of Quality Assurance and Audit (QAA) services under this Contract to support delivery of the Heat in Buildings new national scheme.

The purpose of this service is to give the Purchaser confidence that the services provided, and the installation of measures undertaken by the Managing Agent of the Heat in Buildings National Scheme, are compliant to the contract.

The new National Scheme, which is the successor to Warmer Homes Scotland concerns the installation of insulation, heating, and micro-generation measures in the homes of households, across Scotland, who met the eligibility criteria set out by the Purchaser, designed to target support at those in, or at risk of being in, fuel poverty.

The Scottish Government will have in place a contract with a single Managing Agent who is responsible for managing the end-to-end customer journey. This includes assessing the household's eligibility, identifying the Measures which are suitable for the dwelling through a PAS 2035 retrofit assessment process, carrying out a technical assessment, installing the measures, arranging a Post-Installation inspection, arranging billing of the Scottish Government (as Purchaser) and the customer, as appropriate, and following up with a service visit later.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 40

Quality criterion - Name: Management Staffing and Resourcing / Weighting: 20

Quality criterion - Name: Contract Management / Weighting: 15

Quality criterion - Name: Cyber Security / Weighting: 5

Quality criterion - Name: Climate Emergency / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

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

Quality criterion - Name: Business Continuity and Disaster Recover BCDR / Weighting: 5

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £3,500,000

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

Following the end of the initial contract period of 60 months the contract maybe extended by a further 24 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

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

Bidders must demonstrate a current ratio of 1.0 or more

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

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

Minimum level(s) of standards required:

Tenderers must have in place the minimum Insurance Levels

Public Liability - 1,000,000 GBP,

Professional indemnity 2,000,000 GBP

Employers Liability 5,000,000 GBP in accordance with any legal obligation for the time being in force.

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

the contract as appropriate

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C12 Bidders must demonstrate examples of relevant experience in last 3 years

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-017897](#)

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

Date

25 September 2023

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

25 September 2023

Local time

12:00pm

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

Question Scoring Methodology for Award Criteria is outlined in invitation to tender documents

Please note there are minimum requirements concerning Cyber Security for this contract.

Tenderers are also asked to confirm that they will pay staff that are involved in the delivery of services under the contract at least the real

living wage. Tenderers who do not pass these questions will not be subject to Commercial Analysis as a result the tender will not be

considered further.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must

complete and reattach the SPD Supplier Response Form attached to SPD.

If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should 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.

Bidders will be required to confirm that they will employ environmental management measures that meet the following requirements:

Bidders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

a completed copy of the Bidder 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22681. 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>

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22681. 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:

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:

Graduate, Apprenticeships work placements and/or Trainee placements

Supplier engagement with schools, colleges and/or universities

Targeted employment support, recruitment and work-related training for priority groups within the community (for example long-term

unemployed and young people) as part of your proposed workforce.

Support for existing Charity and Third Sector Organisations that deliver benefits to the communities

Use of SMEs or supported businesses as part of your supply chain

Up-skilling the existing workforce;

Equality and diversity initiatives;

(SC Ref:742053)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court Sheriff Court House

27 Chamber Street

Edinburgh

EH1 1LB

Country

United Kingdom