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Tender

## **IA2464 Service and Testing for Air Conditioning and Ventilation Systems**

Staffordshire County Council  
Cannock Chase District Council  
South Staffordshire Council  
Stafford Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-024857

Procurement identifier (OCID): ocds-h6vhtk-02e886

Published 6 October 2021, 9:06am

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

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

Staffordshire County Council

Staffordshire Place 1 Tipping Street

Stafford

ST16 2DH

#### **Contact**

Michelle Davies

#### **Email**

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

#### **Telephone**

+44 1785277116

**Country**

United Kingdom

**NUTS code**

UKG2 - Shropshire and Staffordshire

**Internet address(es)**

Main address

<https://www.staffordshire.gov.uk/Homepage.aspx>

Buyer's address

<https://supplierlive.proactisp2p.com>

**I.1) Name and addresses**

Cannock Chase District Council

28 Beecroft Road

Cannock

WS11 1BG

**Contact**

Michelle Davies

**Email**

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

**Telephone**

+44 1785277116

**Country**

United Kingdom

**NUTS code**

UKG2 - Shropshire and Staffordshire

**Internet address(es)**

Main address

<https://www.cannockchasedc.gov.uk/>

Buyer's address

<https://supplierlive.proactisp2p.com>

**I.1) Name and addresses**

South Staffordshire Council

Wolverhampton Road, Codsall

South Staffordshire

WV8 1PX

**Contact**

Michelle Davies

**Email**

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

**Telephone**

+44 1785277116

**Country**

United Kingdom

**NUTS code**

UKG2 - Shropshire and Staffordshire

**Internet address(es)**

Main address

<https://www.sstaffs.gov.uk/>

Buyer's address

<https://supplierlive.proactisp2p.com>

**I.1) Name and addresses**

Stafford Borough Council

Riverside, Civic Centre

Stafford

ST16 3AQ

**Contact**

Michelle Davies

**Email**

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

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**Country**

United Kingdom

**NUTS code**

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**Internet address(es)**

Main address

<https://www.staffordbc.gov.uk/>

Buyer's address

<https://supplierlive.proactisp2p.com>

## **I.2) Information about joint procurement**

The contract involves joint procurement

## **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://supplierlive.proactisp2p.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com>

## **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**

IA2464 Service and Testing for Air Conditioning and Ventilation Systems

Reference number

DN1274

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

- 50730000 - Repair and maintenance services of cooler groups

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

Services

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

This contract is for the both the planned preventative and the responsive maintenance of Air Conditioning & Ventilation equipment, included but not limited to Air Conditioning, Air Handling Units, Heat Recovery Systems and Extract Systems and all associated ducting and dampers.

There is also a requirement to carry out TM44 Energy Surveys at sites which have air conditioning and ventilation systems exceeding 12kW of cooling. As required by Article 9 of the Energy Performance of Buildings (Certificates and Inspections) Regulation 2007 these will be surveyed and assessed for operation and performance.

This is a semi comprehensive contract and the tender shall include for a specified number of regular maintenance visits per annum as detailed in Pricing Schedule to keep the units in good working order.

Please note this is a Single Supplier Framework.

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

Value excluding VAT: £1,400,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 50730000 - Repair and maintenance services of cooler groups
- 45331220 - Air-conditioning installation work

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Staffordshire

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

Please do not contact the Buyer direct.

Suppliers should set up a profile on Proactis by completing their company details first. Then registering their interest to this specific tender opportunity by searching under reference IA2464.

Any questions regarding this opportunity should go through the 'message function'.

Please note Stafford Borough Council, Cannock Chase District and South Staffordshire Council are not responsible for this procedure, they are a named organisation who may call off from the Framework.

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

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

Value excluding VAT: £1,400,000

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

Duration in months

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: Yes

Description of options

Options to extend for a further 2 x 12 month to the 31st December 2024 and 31st December 2025.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

Please note the above value includes the service element, any potential remedial works, costs of replacement parts not covered in the service cost and flexibility to add additional properties over the 4 years.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

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

List and brief description of selection criteria

Staffordshire County Council require its successful Supplier to have ongoing 3rd party accreditation's which meet the following requirements during the term of the Framework:

1. To have a compliant Health & Safety accreditation performed by a Safety Schemes in Procurement ('SSIP'). For more information refer to the link

<https://SSIP.org.uk/members/#>

2. Valid and compliant member of an independent pre-qualification accrediting body. For example, Constructionline (accredited to a minimum membership level of 'SILVER') or other equivalent bodies, offer such a service.

Note 1 - the accrediting bodies must allow for annual refreshes/vetting of the Supplier in the areas above

Note 2 - where brand names are mentioned, the Authority will consider equivalents

Note 3 - evidence of the above accreditation's MUST be provided to the Authority by successful Supplier prior to Contract Award

3. PAS91 C4: Health and safety: policy and capability or provide an exemption (details provided in the Questionnaire).

As a minimum the contract requires 4 operatives:

4. Written confirmation of certificates of competency from the principal manufacturers of equipment in the UK to the effect that the Contractor's staff have received adequate training. The Contractor will be required to provide, if requested evidence that regular training sessions are held to ensure that supervisors and operatives are continually updated in safe working practices to meet new legislation.

5. Engineers and managers must have a thorough knowledge of the implications and significance of the 18th Edition of the IEE Regulations, and of test procedures necessary to identify inadequacies of operation, unsafe conditions and unauthorised alterations which constitute potential hazards.

6. Details of the servicing staff including numbers, trade, and level of expertise. All

servicing staff shall be able to demonstrate a detailed working knowledge of commercial equipment.

7. All personnel must have undertaken asbestos awareness training within the past 12 months accredited by UKATA, IATP or equivalent.
8. All personnel must evidence recent training for working at heights (within 5 years).
9. All personnel must evidence recent training for any specific working at heights equipment such as ladders, scaffold towers, MEWP's or safe use of lanyard and harnesses as required by the site conditions and bespoke risk assessment (within 5 years)
10. All Engineers (minimum of two Engineers) working on Gas Equipment and Installations shall hold the necessary category of qualification under the Gas Safe Register scheme. Engineers working on Gas equipment must carry a valid Gas Safe card.
11. Engineers (minimum of four Engineers) to have the required qualifications (e.g. C& G Level 2 2079) to meet the legal requirements for working with Fluorinated Gases or F-Gases and with ozone depleting substances
12. All personnel (minimum of two Engineers) working on 3 phase supplies and appliances must be suitably qualified i.e. to C&G NVQ level 3 2357 (or an earlier version thereof) and C&G 2380/1/2 (18th Edition).
13. All personnel working on electrical equipment must be suitably qualified to do so
14. All staff working on this contract must have a standard DBS check

PLEASE REFER TO THE PROCUREMENT DOCUMENTATION FOR MORE DETAILS

### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

**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

8 November 2021

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

8 November 2021

Local time

12:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Staffordshire County Council

Staffordshire Place 1 Tipping Street

Stafford

ST16 2DH

Email

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

Telephone

+44 1785277116

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Staffordshire County Council

Staffordshire Place 1 Tipping Street

Stafford

ST16 2DH

Email

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

Telephone

+44 1785277116

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Staffordshire County Council

Staffordshire Place 1 Tipping Street

Stafford

ST16 2DH

Email

[michelle.davies@staffordshire.gov.uk](mailto:michelle.davies@staffordshire.gov.uk)

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