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Contract

## **Provision of Professional Estate Management Services**

National Records of Scotland

F03: Contract award notice

Notice identifier: 2022/S 000-024878

Procurement identifier (OCID): ocds-h6vhtk-0316c1

Published 6 September 2022, 8:55am

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

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

National Records of Scotland

Ladywell House, Ladywell Road

Edinburgh

EH12 7TF

#### **Contact**

Leanne Gourlay

#### **Email**

[leanne.gourlay@nrscotland.gov.uk](mailto:leanne.gourlay@nrscotland.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.nrscotland.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00474](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00474)

**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**

Provision of Professional Estate Management Services

Reference number

17/05/28

**II.1.2) Main CPV code**

- 71315210 - Building services consultancy services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

Contractors to provide Professional Estate Management Services. The Contractor and its

supporting team shall be capable, suitably qualified, experienced, knowledgeable, innovative and suitably resourced in the field of Estates and Facilities Management with specialist knowledge and experience delivering these in the context of archival stores, controlled environments and listed buildings.

The Services required by the Authority for their Premises includes:

Full technical design service. This will cover a complete range of design team services including Architectural and Engineering .

Support for the Authority Facilities and Building Management teams. This will include access to a full and complete range of consultants to provide specialist building advice when required.

Project and construction management.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £53,014 / Highest offer: £85,220 taken into consideration

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

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

5 buildings located in Edinburgh

1 building in Dumfries and Galloway

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

NRS requires Contractors to provide professional estates consultancy services including management, advice, guidance and assistance on property and estates issues, which may include, but are not limited to, the following disciplines:

- Project Management

- Space Planning
- Architectural Services including conservation and historical and listed building specialist
- Building Surveying – with conservation specialisms
- Quantity Surveying
- Principle Designer services (under CDM Regulations)
- Mechanical & Electrical Engineering
- Structural Engineering
- Energy and Environmental Management & Control
- Property Advice (accommodation, commercial advice, rates etc.)
- Health and Safety consultancy
- Fire Safety
- Asbestos management
- Water safety (including legionella)
- Clerk of Works / supervisor
- General Property and Commercial Advice
- Physical Security Reviews and Development of Strategies
- Development and Planning Consultancy Advice
- Facilities Management Consultancy
- Presentation and information drawing services – e.g. to explain changes to building occupation
- 3D scanning of properties

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

Quality criterion - Name: Meeting NRS Requirements / Weighting: 25

Quality criterion - Name: Pricing Scenarios / Weighting: 15

Quality criterion - Name: Administration and Communications / Weighting: 10

Quality criterion - Name: Project Delivery and Business Continuity / Weighting: 10

Quality criterion - Name: Cost Control / Weighting: 10

Quality criterion - Name: Health and Safety / Weighting: 10

Quality criterion - Name: Environmental / Weighting: 10

Quality criterion - Name: Quality Control / Weighting: 5

Quality criterion - Name: Wider Sustainability / Weighting: 2.5

Quality criterion - Name: Fair Work First / Weighting: 2.5

Quality criterion - Name: Overall Quality / Weighting: 70

Cost criterion - Name: Cost / Weighting: 30

#### **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 IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

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

The procurement involves the establishment of a framework agreement

#### **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: [2022/S 000-004134](#)

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## **Section V. Award of contract**

### **Contract No**

Austin Smith Lord - Framework Ref: 17/05/28

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

6 July 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Austin Smith Lord

25 Bothwell St

Glasgow

G2 6NL

Telephone

+44 1412238500

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £60,000

Lowest offer: £53,014 / Highest offer: £85,220 taken into consideration

#### **V.2.5) Information about subcontracting**

The contract is likely to be subcontracted

Value or proportion likely to be subcontracted to third parties

Proportion: 50 %

Short description of the part of the contract to be subcontracted

Specialist services - M&E, Architects, Site Agent, Asbestos, Fire

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## **Section V. Award of contract**

### **Contract No**

Thomas and Adamson - Framework Ref: 17/05/28

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

30 August 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Thomas & Adamson

13 Lister Square, Quartermile

Edinburgh

EH3 9GL

Telephone

+44 7792681617

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £60,000

Lowest offer: £53,014 / Highest offer: £85,220 taken into consideration

#### **V.2.5) Information about subcontracting**

The contract is likely to be subcontracted

Value or proportion likely to be subcontracted to third parties

Proportion: 50 %

Short description of the part of the contract to be subcontracted

Specialist Services - M&E, Architects, Fire, Asbestos, Survey

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## **Section VI. Complementary information**

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

(SC Ref:705812)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

Sheriff Clerks Office, 27 Chambers Street

Edinburgh

EH1 1 LB

Telephone

+44 1312252525

Country

United Kingdom

Internet address

[www.scotscourt.gov.uk](http://www.scotscourt.gov.uk)