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Tender

## **MTC Asbestos Air Monitoring, Sampling and Analysis to Domestic Properties 2022 - 2025**

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2021/S 000-024992

Procurement identifier (OCID): ocids-h6vhtk-02e90e

Published 7 October 2021, 9:54am

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

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

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

#### **Email**

[corporateprocurement@northlan.gov.uk](mailto:corporateprocurement@northlan.gov.uk)

#### **Telephone**

+44 1698403876

#### **Fax**

+44 1698275125

#### **Country**

United Kingdom

**NUTS code**

UKM84 - North Lanarkshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00010](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010)

**I.3) Communication**

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.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**

MTC Asbestos Air Monitoring, Sampling and Analysis to Domestic Properties 2022 - 2025

Reference number

NLC-CPT-21-056 HO PM 21 040

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

- 71600000 - Technical testing, analysis and consultancy services

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

Services

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

A Contractor is required for provision of asbestos air monitoring, sampling and analysis to domestic properties of Council owned properties throughout the North Lanarkshire Council area.

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

Value excluding VAT: £285,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

North Lanarkshire Council area

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

Provision of asbestos air monitoring, sampling and analysis to domestic properties throughout North Lanarkshire; total value up to 285,000 GBP (up to a maximum of 100,000 GBP per annum).

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

Quality criterion - Name: End user satisfaction / Weighting: 25%

Quality criterion - Name: Project Delivery- Programme / Weighting: 15%

Quality criterion - Name: Project Delivery - Project Team / Weighting: 10%

Quality criterion - Name: Health & Safety and Environmental / Weighting: 20%

Quality criterion - Name: Fair Work Practices / Weighting: 10%

Quality criterion - Name: Community Benefits Offered for the minimum Contract period of 20 months / Weighting: 10%

Quality criterion - Name: Community Benefits Offered for the duration of the possible extension periods (aggregate maximum of 12 months) / Weighting: 5%

Quality criterion - Name: Community Benefits Supporting Methodology / Weighting: 5%

Price - Weighting: 60%

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

Value excluding VAT: £285,000

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

Duration in months

20

This contract is subject to renewal

Yes

Description of renewals

Initial Contract will be 20 months, with the option to extend for up to a further 12 months

(each extension period or periods being no less than 3 months provided that the max extension in aggregate will be a period of 12 months from the expiry of the initial contract period), subject to satisfactory operation and performance. Any periods of extension will be at the Council's sole discretion.

**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

**II.2.14) Additional information**

Candidates should read and refer to the ITT. Failure to comply with the instructions contained within the ITT may result in a Candidate's submission being rejected. Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

DEADLINE FOR QUESTIONS IS 1/11/2021 AT 17:00.

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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

SPD Selection Criteria, Part IV Section A: Suitability

4A.1 and 4A.1.1 Minimum level of standards required:

4A.1 - Bidder is enrolled in the relevant professional or trade registers kept in its country of establishment.

Bidders must be registered or enrolled in the relevant professional or trade register kept in its country of establishment (as described in

Schedule 5 of Public Contracts (Scotland) Regulations 2015).

Bidders should confirm they are registered or enrolled on the relevant trade register and provide information relating to this, i.e. registration

number, member number etc.

Bidders that are unable to meet all of the minimum level(s) of standards required for questions 4A.1 and 4A.1.1 (Part IV, A Suitability of

the SPD), will be assessed as a FAIL and will be excluded from the competition.

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to this question.

4A.1.1 - If the relevant documentation is available electronically please indicate.

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to this question

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

List and brief description of selection criteria

SPD Selection Criteria, Part IV, Section B: Economic and Financial Standing, the following questions:

4B.1.2, 4B.3, 4B.4, 4B.4.1, 4B.5.1b, 4B.5.2, and 4B.5.3

Minimum level(s) of standards possibly required

4B.1.2- Candidates will be required to have an average yearly turnover of a minimum of 130,000 GBP for the last three (3) years statutory accounts that are available.

Candidates who have not yet submitted three years' statutory accounts but can demonstrate three years of trading must detail the date they started trading within their submission at 4B.3 and may provide alternative proof which demonstrates their financial standing in an equivalent manner in accordance with Regulation 61 – Means of Proof of the Public Contracts (Scotland) Regulations 2015. Such Candidates are required to provide financial accounts for the three years most recently available, accompanied by a letter supporting the basis of their preparation from an audit registered firm.

4B.3- Where turnover information is not available for the time period requested, the Candidate will be required to state the date which they were set up or started trading.

4B.4- Candidates will be required to meet the undernoted Current Ratio minimum requirements.

Bidders will be required to state the value(s) for the following financial ratio(s):

Current Ratio

The acceptable range for the Current Ratio is:

Minimum value required: a value of greater than or equal to 1.00 in each of the last three financial years to 2 decimal places.

The Current Ratio will be calculated as follows: Current Assets divided by Current Liabilities to 2 decimal places.

The bidder will be required to provide their audited financial accounts for the previous three years in order that the Council may confirm this ratio.

4B.4.1 If the relevant documentation is available electronically, please indicate.

4B.5.1b - Bidders must confirm they already have or commit to obtain prior to the commencement of the Contract, the following levels of insurance cover:

1) Employer's (Compulsory) Liability Insurance: 10,000,000 GBP each and every claim.

<http://www.hse.gov.uk/pubns/hse40.pdf>

4B.5.2 - Bidders must confirm they already have or commit to obtain prior to the commencement of the contract, the following levels of

insurance cover:

- 1) Public Liability Insurance: 5,000,000 GBP each and every claim.
- 2) Professional Indemnity Insurance: 2,000,000 GBP each and every claim.

4B.5.3 If the relevant documentation is available electronically, please indicate.

Bidders that are unable to meet all of the minimum level(s) of standards required for questions 4B.1.2, 4B.3, 4B.4, 4B.4.1, 4B.5.1b, 4B.5.2, and 4B.5.3 (Part IV Section B, Economic and Financial Standing of the SPD), will be assessed as a FAIL and will be excluded from the competition, unless the following information is provided as part of their tender submission:

- 1) an SPD submission from a Parent Company (or Ultimate Parent Company) who can meet all the above minimum requirements; and
- 2) a declaration that the Parent Company (or Ultimate Parent Company) is prepared to provide a Parent Company Guarantee (PCG) in the form determined by the Council to cover the duration of the proposed Contract, including the available extension periods.

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

List and brief description of selection criteria

Owing to the character limitations in this section of the Contract Notice it is not possible to provide all of the information relating to this section (III.1.3) in the Contract Notice). Therefore the Objective and Non-Discriminatory Criteria for Questions 4C.1, 4C.6 and 4C.10 are set out in full in the SPD(S) and SPD(S) Minimum Requirements document, which can be accessed through the buyer attachment area within the portal.

SPD Selection Criteria, Part IV Section C: Technical and Professional Ability:

4C.1.2 4C.6 and 4C.10.

SPD Selection Criteria, Part IV Section D: Quality Assurance Schemes and Environmental Management Standards:

List and brief description of selection criteria:

Owing to the character limitations in this section of the Contract Notice it is not possible to



provide all of the information relating to this section (III.1.3 in the Contract Notice). Therefore the Objective and Non-Discriminatory Criteria for Questions 4D.1, 4D.1.1, 4D.1.2, 4D.2, 4D.2.1, and 4D.2.2 are set out in full in the SPD(S) and the SPD(S) Minimum Requirements document, which can be accessed through the buyer attachment area within the portal.

SPD Selection Criteria, Part IV Section D: Quality Assurance Schemes and Environmental Management Standards: 4D.1, 4D.1.1, 4D.1.2, 4D.2, 4D.2.1 and 4D.2.2.

Minimum level(s) of standards possibly required

4C.1 - 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. 3 examples are required, at least one example should be from the last 3 years.

Question 4C.1 carries an overall weighting of 100% with 34% attributed to the first example and 33% attributed to examples 2 and 3. Each example provided should be in line with the value, scope, scale, and complexity of the Proposed Contract and should demonstrate that your role in the works was similar to that anticipated in the Proposed Contract. As a minimum, each example provided should detail the constraints, risks and challenges encountered and how these were managed and mitigated, including community engagement, project management, programme management, and KPI evaluations.

Bidders must achieve an overall combined minimum score requirement of 70%.

Bidders unable to meet the minimum requirements for 4C.1 will be assessed as a FAIL and will be excluded from the competition.

4C.6 – Bidders will be required to confirm and provide proof that they have all of the following relevant educational and professional

qualifications:

1. Accredited UKAS (ISO/IEC 17025:2005, ISO/IEC 17020:2004)

Bidders may provide alternative accreditations to those listed above. Any alternative accreditation must be accompanied by documented evidence to demonstrate the alternative is equivalent to the accreditation noted above.

Bidders who do not have all of the above educational and professional qualifications will be assessed as a FAIL and will be excluded from the competition.

4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to this question.

#### 4D.1 (Quality Management and Health and Safety Procedures)

##### Quality Management Procedures

The bidder must hold and provide proof of a UKAS (or equivalent) accredited independent third-party certificate of compliance in

accordance with BS EN ISO 9001 (or equivalent) or satisfy items a-g as detailed in 4D.1.1.

##### Health and Safety Procedures

The bidder must hold and provide proof of a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum or satisfy items a-l in 4D.1.1.

4D.1.2 - If the relevant documentation is available electronically, please indicate.

4D.2 - The Bidder must hold and provide a UKAS (or equivalent) accredited independent third-party certificate of compliance with BS EN ISO 14001 (or equivalent) or satisfy items a-g as listed in 4D.2.1.

Bidders unable to meet the minimum requirements for all of SPD Section 4D will be assessed as a FAIL and will be excluded from the competition.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The Invitation to Tender (ITT) will contain the relevant contract performance conditions and requirements

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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

8 November 2021

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

8 November 2021

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 3RD QUARTER 2025

### **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 information required in Part II of the SPD is for information only and will therefore not be assessed. The Council may however choose not to select Bidders who cannot provide basic company information.

Bidders must ensure that they submit appropriate SPDs completed by other members of the group (if they are bidding as part of a group), others whose capacity they rely on, and known sub-contractors on whose capacity they do not rely on, to satisfy any aspect of the SPD.

Bidders unable to complete SPD(S) Part IV: Concluding Statements may be excluded from the competition.

The complete ITT, with no pages omitted, must be submitted in accordance with instructions given, and be signed by an authorised representative (i.e. company director, secretary or other person authorised by the Candidate to do so). If the signatory is not the Candidate then the Candidate must provide, at the time of submitting the ITT, written confirmation of the signatory's authority to submit the ITT. Bidders should note that all documents listed in ITT Section 12 "Checklist of Required Documents" must be fully completed and submitted to ensure the submission is considered complete. Failure to do so may result in the submission being deemed non-compliant.

Quality Questions - Minimum Score – If the average final score for any quality question response is below the minimum score requirement set for that question, then the submission response will be deemed non-compliant. For the avoidance of doubt, if any quality question is unanswered this will result in the bid being deemed non-compliant.

Declaration of Non-involvement in Serious Organised Crime - In the case of any criminal history checks, the Council may exclude Bidders where the information provided to the Council by the Police Service of Scotland does not validate fully the information provided by the Bidder. Failure to disclose information that is relevant to this section or serious misrepresentation in relation to the information disclosed will result in exclusion from the Procurement or the termination of any subsequent contract that may be/has been awarded.

A sub-contract clause has been included in this contract.

For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=665489](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=665489).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

North Lanarkshire Council's policy on community benefits in procurement aims to consider whether community benefits can be included where it is making capital investments or services/goods are being purchased.

An indication of the type of benefits which the Council expects is indicated within the ITT documents for this procurement exercise.

Bidders will be required to provide details within their tender submission of the Community Benefits they will deliver if their tender submission is successful. It should be noted that the Community Benefit commitments made at tender stage may form a contractual obligation.

(SC Ref:665489)

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

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

Scottish Courts

Edinburgh

Country

United Kingdom

Internet address

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