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Planning

## **Provision of Soft FM Services: PIN - Request for Information**

National Galleries of Scotland

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-025078

Procurement identifier (OCID): ocds-h6vhtk-03f6f8

Published 25 August 2023, 11:07am

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

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

National Galleries of Scotland

National Galleries of Scotland, 73 Belford Road

Edinburgh

EH4 3DS

#### **Contact**

Colin Blakebell

#### **Email**

[amadeirarezende@nationalgalleries.org](mailto:amadeirarezende@nationalgalleries.org)

#### **Telephone**

+44 1316246374

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.nationalgalleries.org>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11042](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11042)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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.publiccontractsscotland.gov.uk>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Recreation, culture and religion

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**Section II: Object**

## **II.1) Scope of the procurement**

### **II.1.1) Title**

Provision of Soft FM Services: PIN - Request for Information

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

- 79993000 - Building and facilities management services

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

Services

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

National Galleries Scotland (NGS) plan to procure a single Contractor contract for the Provision of Soft FM Services including (but not limited to):

- Cleaning services;
- Waste Management;
- Pest Control;
- Sanitary Bins, Vending Machines and Sharps; and
- Window Cleaning

This is a new procurement strategy for NGS who has previously procured these contracts separately. We would be undertaking our own tender competition following the Public Contracts (Scotland) Regulations 2015.

The contract is anticipated to commence 1st October 2024 and run for an initial period for 3 years with the option to extend by a variable extension period up to an additional 24 months.

NGS is looking to engage with the market. The purpose of this PIN is to gauge interest as well as seek views and information from the marketplace in relation to a potential future contract opportunity. It will also inform the procurement strategy ensuring that any procurement route subsequently selected is attractive to the marketplace and will provide a competitive tendering environment for efficient delivery of any future contract requirements.

Suppliers should note that this PIN does not constitute any guarantee or work, it is purely for market research purposes.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79993100 - Facilities management services
- 90910000 - Cleaning services
- 90911300 - Window-cleaning services
- 90922000 - Pest-control services
- 42933100 - Sanitary vending machines
- 42968200 - Sanitary dispensing machines
- 44411000 - Sanitary ware
- 33141123 - Sharps containers
- 90500000 - Refuse and waste related services

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

NUTS codes

- UKM75 - Edinburgh, City of

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

This is a Request for Information (RFI) only (not an Invitation to Tender).

The RFI document is available from the Public Contracts Scotland Website.

The deadline for raising any questions in relation to the RFI is 12noon on 11th September 2023, with the deadline for responding to the RFI being 12noon on Friday 15th September 2023.

## **II.3) Estimated date of publication of contract notice**

25 September 2023

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## **Section IV. Procedure**

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

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## Section VI. Complementary information

### VI.3) Additional information

Please note this notice is NOT a Call for Competition. Any future contract opportunities related to this requirement may be published on Public Contracts Scotland (PCS) and/or Find a Tender Service (FTS). By issuing this Prior Information Notice (PIN), NGS does not make any commitment to procure any of the stated requirements.

This PIN is a Request for Information. Suppliers should refer to the 'PIN - Request for Information - Scope' document which summarises certain aspects of the potential tender exercise but does not purport to contain complete descriptions of such potential arrangements. The services described in the document are proposals ONLY and should not be taken as final.

The Form 'PIN - Request for Information - Response' should be used to provide a response.

Dates and other information contained in this notice are indicative only and may be subject to change. No other tender documentation is available at this time.

NGS may use information, comments etc. provided and/or future correspondence when compiling any final tender documents but reserves the right not to accept any such information, comments etc. from any respondent. This decision will be at the sole discretion of NGS.

All correspondence regarding this PIN will be via Public Contracts Scotland (PCS). PCS is free to use and free to register and also gives access to an online 'Question & Answer' facility which must be used to raise any queries relating to this PIN. Queries must be raised before 12noon on Monday 11th September 2023.

Please return your completed response by 12noon on Friday 15th September 2023 to [amadeirarezende@nationalgalleries.org](mailto:amadeirarezende@nationalgalleries.org) only, using the title 'Provision of Soft FM Services - PIN Response' in your email header.

NGS will not be liable for any costs incurred in submitting a response to this RFI.

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=741194](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=741194).

(SC Ref:741194)