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Tender

## **HBC 0922 Arboriculture Services**

Hertsmere Borough Council

F02: Contract notice

Notice identifier: 2022/S 000-025271

Procurement identifier (OCID): ocids-h6vhtk-036708

Published 8 September 2022, 3:50pm

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

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

Hertsmere Borough Council

Elstree Way

Borehamwood

WD6 1WA

#### **Contact**

Procurement

#### **Email**

[Kirsten.brown@hertsmere.gov.uk](mailto:Kirsten.brown@hertsmere.gov.uk)

#### **Telephone**

+44 2082072277

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<http://www.supplyhertfordshire.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local Agency/Office

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

HBC 0922 Arboriculture Services

Reference number

HC253

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

- 77200000 - Forestry services

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

Services

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

Hertsmere Borough Council (the 'Council') is currently out to procurement for the provision of Arboriculture services. Further information in regards to this opportunity can be found in II.2.4) Description of the procurement field (Fats Contract Notice refers). Organisations wishing to take part in this project are invited to "express interest" which will give access to the full procurement documents in the e-tendering system. Please see VI.3) Additional information for further information. Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above.

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

Value excluding VAT: £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)**

- 77200000 - Forestry services

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

NUTS codes

- UKH23 - Hertfordshire

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

The specification details the range of services which the Contractor shall provide to fulfil the obligations under this Contract. These services consist of surveying, maintenance, planting and removal of trees and associated activities within parks, open spaces, amenity areas, allotments and cemeteries of the Borough. A minimum of 5500 trees per year are to be surveyed, which when combined with surveying by the Councils Arboricultural Officer, should achieve a minimum of each tree being surveyed every two years. In some cases where location of the tree, or its condition dictate, this frequency will be bettered. The services required under this Contract may be undertaken at any Council owned sites within the boundaries of the Borough. All works must conform to British Standard 3998, Recommendation for Tree Work 2010 (and any other British Standards where applicable). The Contractor will be responsible for providing their own depot facilities for this contract. The estimated total value of the Contract is stated in II.1.5 of this notice. For the avoidance of doubt, the estimated annual value of the Contract will be approximately £100,000. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Organisations should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Organisations should seek independent legal advice on the implications of this prior to submitting their bid, where appropriate. Please Note the TUPE Staffing Information for this procurement has been provided along with other documentation for this procurement. TUPE related information must be treated as protected data in accordance with the requirements of the Data Protection Act 1998 and must be kept confidential. Therefore by accessing this Tender via Supply Hertfordshire and then the View Details button and accessing the documentation for this procurement, Tenderers agree to undertake to treat the information as confidential and commercially sensitive at all times and take all reasonable steps to prevent any inadvertent disclosure to any third party.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £400,000

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

Duration in months

48

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: 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

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

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

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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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

14 October 2022

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

14 October 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

## **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

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

To access this procurement opportunity please visit [www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk) and follow the on-screen guidance. In accordance with Regulation 53 of The Public Contracts Regulations 2015, the Council's procurement documents are available within the e-Tendering system. This is a one stage procurement process. Therefore, if you wish to be considered as a tenderer you must complete and submit a tender by the specified closing date and time. Tender submissions cannot be uploaded after this return deadline. If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: [support@in-tend.com](mailto:support@in-tend.com) or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:30. The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request. The Council reserves the right to carry out additional financial checks on all organisations bidding for this opportunity at any time during the procurement process. This is to ensure that they continue to meet the Council's requirements and remain financially viable to fulfil the requirements under the Contract.

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

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

High Court

London

Country

United Kingdom