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Tender

Planned and Reactive Maintenance for HVAC (Heating, Ventilation, and Air Conditioning) and Associated Services

South Lanarkshire College

F02: Contract notice

Notice identifier: 2023/S 000-026365

Procurement identifier (OCID): ocds-h6vhtk-03fa88

Published 6 September 2023, 3:33pm

Section I: Contracting authority

I.1) Name and addresses

South Lanarkshire College

College Way, Scottish Enterprise Technology Park., East Kilbride

Glasgow

G75 0NE

Contact

Chris Harper

Email

procurement@slc.ac.uk

Telephone

+44 1355807780

Fax

+44 1355807781

Country

United Kingdom

NUTS code

UKM95 - South Lanarkshire

Internet address(es)

Main address

<http://www.south-lanarkshire-college.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00469

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Planned and Reactive Maintenance for HVAC (Heating, Ventilation, and Air Conditioning) and Associated Services

Reference number

202315

II.1.2) Main CPV code

- 50720000 - Repair and maintenance services of central heating

II.1.3) Type of contract

Services

II.1.4) Short description

The Contractor will be required to provide services for the provision of planned preventative maintenance, reactive maintenance and repairs, improvement, and minor alterations such as pipe re-routing etc. to all mechanical assets.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50712000 - Repair and maintenance services of mechanical building installations

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire College

College Way

Scottish Enterprise Technology Park

EAST KILBRIDE

G75 0NE

II.2.4) Description of the procurement

The Contractor will be required to provide services for the provision of planned preventative maintenance, reactive maintenance and repairs, improvement, and minor alterations such as pipe re-routing etc. to all mechanical assets stated in asset list. This includes the responsibility for maintaining a compliant operating environment in relation to the specific assets as described in this specification and as per the terms of the Contract.

The Contractor will meet the compliance with asset warranties and within current Legislation, Regulations and Approved Codes of Practice. The required services will include but will not be limited to:

- Planned, preventative maintenance of all assets.
- Reactive maintenance including repair, replacement of plant and equipment (excluding

capital costs thereof and those works that would be deemed as Capex projects).

- Project Work.
- Technical Support.
- Asset Management including full, auditable records management (including all necessary documentation to deliver and demonstrate compliance) for all services provided.
- F-Gas Compliance.
- Reporting.
- Mobile Support.
- Energy management including consumption reports as per service schedules
- Innovation.
- Alterations and improvements to building services as identified/directed.
- Sub-contractor performance measurement (where applicable).
- Value Add Services for better energy management.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery – Implementation and Management Approach / Weighting: 10

Quality criterion - Name: Service Delivery – Methodology / Weighting: 10

Quality criterion - Name: Service Delivery – Quality Assurance and Continuous Improvement / Weighting: 5

Quality criterion - Name: Key Personnel / Weighting: 15

Quality criterion - Name: Responsible Procurement – Health & Safety / Weighting: 10

Quality criterion - Name: Responsible Procurement – Community Benefits / Weighting: 2

Quality criterion - Name: Responsible Procurement – Fair Work Practices / Weighting: 2

Quality criterion - Name: Climate Change / Weighting: 2

Quality criterion - Name: Cyber Security Risks / Weighting: 2

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 2

Price - Weighting: 40

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Optional 2x12 month extension

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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 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

The Contractor must be accredited/ registered to, and all work carried out in compliance with the following:

- SNIPEF - Scotland and Northern Ireland Plumbing Employers' Federation (or equivalent).
- Gas Safe Register
- SELECT Membership or NICEIC National Inspection Council for Electrical Installation Contracting (or equivalent).

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please complete "Insurance Requirements" in the Qualification Questionnaire in PCS-Tender.

It is a requirement that all Tenderers must have or commit to have the required insurance levels at commencement of the Agreement as indicated below and in PCS-T.

Question 4B.5.1b Employers Liability – GBP 5,000,000

Question 4B.5.2 Public and Product Liability – GBP 10,000,000

A copy of the Insurance Certificate or Brokers Letter must be provided prior to award to demonstrate that the Insurance requirements can be met.

Please confirm on PCS-T that you can meet this requirement and this information shall be provided when requested, prior to award.

6. Economic and Financial Standing – Financial Accounts

6.1. Please complete "Economic and Financial Standing" in the Qualification Questionnaire in

PCS-Tender.

Question 4B.6. Please complete the questions on financial accounts and supporting information on the SPD. The Successful Tenderer will be required to provide two years of audited accounts or equivalent prior to award to the Agreement. Alternatively, if you are unable to provide the required accounting information – e.g. a new business without the required accounts, please provide a banker's letter demonstrating their willingness to support your organisation over the term of the Contract.

Minimum level(s) of standards possibly required

All Insurance requirements are minimum standards and are mandatory. A fail will result in elimination of the procurement exercise.

Pass = The Tenderer has the relevant Insurance in place with evidence of an Insurance Certificate or the Tenderer has committed to obtaining the required insurance with evidence of a brokers letter.

Fail = The Tenderer does not have the relevant insurance requirements in place and cannot commit to obtaining the relevant insurance OR the Tenderer has stated they have the relevant insurance in place or can obtain it but is unable to provide evidence to demonstrate this.

Question 4B.6. This information will be used to assess the Tenderer's economic and financial standing and is deemed a minimum standard and is mandatory. A fail will result in elimination from the procurement exercise.

Pass = The Tenderer has provided all financial accounts or banker's letter and supporting information requirements outlined in PCS-Tender and has demonstrated satisfactory economic and financial standing.

Fail = The Tenderer has not provided the required financial accounts and supporting information or has provided the information but has not demonstrated satisfactory economic and financial standing.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Technical or Professional Ability – Previous Relevant Experience

Please complete "Technical or Professional Ability" question in the Qualification Questionnaire in PCS-Tender.

Question 4C.1.2

Bidders are required to provide 2 examples in the last 3 years to demonstrate that they have relevant experience to deliver the services as described.

Technical or Professional Ability – Prompt Payment in the Supply Chain

Question 4C.4

Please provide a statement of the relevant supply chain management and/or tracking systems use as requested below:

Tenderers must confirm prior to award that they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have systems in place to pay contractors through the supply chain promptly and effectively and provide evidence when requested of:

- a) their standard payment terms
- b) or equal to 95% of all supply chain invoices being paid on time (in accordance with the terms of the contract) in the last financial year.

If the tenderer is unable to confirm (b) they must provide an improvement plan signed by their director which improves payment performance.

Technical or Professional Ability – Use of Sub-Contractors

Please complete “Technical or Professional Ability” question in the Qualification Questionnaire in PCS-Tender.

This question is for information only however it is mandatory that you provide a response.

Question 4C.10

Please provide details of the proportion (i.e., percentage) of the contract that you intend to sub-contract.

Tenderers are required to confirm whether they intend to sub-contract or not and, if so, for what proportion of the contract.

Minimum level(s) of standards possibly required

Question 4C.1.2 Technical or Professional Ability – Previous Relevant Experience

Pass = The Tenderer provided 2 examples of relevant experience in the last three years.

Fail = The Tenderer has not provided 2 examples of relevant experience in the last three years, or the Tenderer has responded to the request, but the examples provided are not relevant.

Question 4C.4 Technical or Professional Ability – Prompt Payment in the Supply Chain

Pass = Tenderer has confirmed that they have access to the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain and will be in a position to provide evidence when requested of a) their standard payment terms and b) or equal to 95% of all supply chain invoices being paid on time (in accordance with the terms of the contract) in the last financial year.

If unable to confirm, an improvement plan signed by their director which improves payment performance is provided.

Fail = Tenderer has been unable to confirm a) above and has not provided b) above, when requested.

Question 4C.10 Technical or Professional Ability – Use of Sub-Contractors

Pass = Tenderer has confirmed whether it intends to subcontract or not and if so, details of proportion of contract sub-contracted are provided.

Fail = Tenderer has failed to answer the question.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

South Lanarkshire College Terms and Conditions will apply.

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

12 October 2023

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

13 October 2023

Local time

12:00pm

Place

South Lanarkshire College

College Way

Scottish Enterprise Technology Park

EAST KILBRIDE

G75 0NE

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Tenderers must submit the following forms with their tender submission:

Appendices A - Form of Tender

Appendices B - Freedom of Information

Appendices C - Authority's Terms and Conditions

Appendices D - Sustain Supply Chain Code of Conduct

Appendices E - Pricing Schedule(s)

Appendices F - Declaration of Non-Involvement in Serious Organised Crime

Appendices G - Declaration of Non-Involvement in Human Trafficking & Labour Exploitation

Appendices H - SCM RP: Section 1

Appendices I - Mechanical Asset Register

A site visit will take place week commencing 18.09.2023, visits should be arranged via PCS-T portal.

APUC Ltd is facilitating the tender process on behalf of the College.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25045. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

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

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:

Please demonstrate your organisations approach to delivering community benefits or achieving social value through this Agreement, for example, by providing training opportunities, apprenticeships, subcontractor opportunities or investment in the local community.

Your response must make reference (but not be limited) to the following areas:

- Employment and recruitment – details of any new entrants to the workforce that will be employed as a result of this agreement. Detail whether these may be drawn from priority unemployed groups, graduates, apprenticeships or any other.
- Provision of skills and training opportunities – details of any work placements, work experience, careers events or site visits available as a result of the Agreement.
- Supply Chain Development – details of any engagement with, or opportunities, for SMEs and/or Supported Business to work with you in delivery of this Agreement.

(SC Ref:739403)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

4 Beckford Street

Hamilton

ML3 OBT

Telephone

+44 1698282957

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/hamilton-sheriff-court>