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Tender

Asbestos Testing and Consultancy - Multi-Supplier Framework

Portsmouth City Council

F02: Contract notice

Notice identifier: 2023/S 000-026903

Procurement identifier (OCID): ocds-h6vhtk-03fbf4

Published 12 September 2023, 10:42am

Section I: Contracting authority

I.1) Name and addresses

Portsmouth City Council

Civic Offices, Guildhall Square

PORTSMOUTH

PO1 2AL

Contact

Procurement Service

Email

procurement@portsmouthcc.gov.uk

Telephone

+44 2392688235

Country

United Kingdom

Region code

UKJ31 - Portsmouth

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.portsmouth.gov.uk/ext/business/business.aspx>

I.3) Communication

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

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

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://in-tendhost.co.uk/portsmouthcc.aspx/home>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Asbestos Testing and Consultancy - Multi-Supplier Framework

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

Portsmouth City Council 'the council' is inviting tenders from suitably qualified and experienced suppliers for inclusion on a multi-supplier framework agreement for the provision of asbestos surveying and consultancy services.

The framework will be used to source asbestos testing and consultancy services for the council's portfolio of 15,000 social housing properties and 900 corporate assets. The framework will also be accessible to Gosport Borough Council, Rushmoor Borough Council and Southampton City Council, however the council can provide no guarantees in respect of usage by these additional named Contracting Authorities.

The council is targeting to have awarded the framework agreement by 13th November 2023 with commencement from 8th January 2024. Once established the framework agreement will run for a term of 4 years.

Spend per annum via the framework agreement is estimated to be in the region of £450 - £500K. Call off contracts may be let which have terms which go beyond the framework term as long as they are awarded within the 4 year term of the framework.

The highest scoring 5 suppliers will be appointed onto the framework agreement on a ranked basis.

Concurrently with establishing the framework, a term service contract for standard services incorporating a schedule of rates will be awarded to the highest scoring supplier on the framework. The term service agreement will be used for services to sites which are of a consistent value, quantity and complexity and fall within agreed Schedule of Rates (See section II,2,4 for further details). The term service contract will run for 4 years with an

option to extend in increments to be agreed for a further 2 years.

Services procured through the term service contract is estimated at approximately £350,000 per annum. Individual orders are likely to be frequent with value varying between £250 - £5,000, however generally they will be in the lower value range. The contract will be let using the council's bespoke term service contract.

Contractors allocated onto the framework will provide contingency for the term service contract on a ranked basis in case of any capacity or significant performance issues.

In addition to the Term Service contract all contractors allocated onto the framework will be invited to participate in mini competitions for non-standard services. Non standard services will be characterised by being of a higher value in comparison to one off dwelling surveys, volume, complexity or do not fall within the agreed schedule of rates (See section II,2,4 for further details).

Estimated value for non-standard services is approximately £150,000 per annum, approximately £100,000 of this demand is estimated to be from the council and £50,000 of demand from other named contracting authorities, The number of call offs are likely to be low across the framework term, with value expected to vary with no upper or lower limit, however generally will be between £5,000 - £50,000. Contracts will be let using the council's bespoke service contract.

The Council will establish the framework agreement in accordance with the Open Procedure as set out within Public Contracts Regulations (2015) to the following programme:

- Issue FTS Notice & Tender Pack - 12.09.23
- Request for clarification deadline - 06.10.23 23:59
- Tender return deadline - 13.10.23 12:00
- Notification of award decision - 03.11.23
- Standstill period - 03.11.23 - 13.11.23
- Section 20 period - 14.11.23 - 14.12.23
- Commencement - 08.01.24

Application is via submission of completed tender responses by 13.10.23 via the Council's e-sourcing solution InTend which will be used to administrate all aspects of the procurement process. The system is free to use and can be accessed via the following

internet address:

<https://in-tendhost.co.uk/portsmouthcc/asp/Home>

II.1.5) Estimated total value

Value excluding VAT: £2,700,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71630000 - Technical inspection and testing services
- 71700000 - Monitoring and control services
- 79311000 - Survey services

II.2.3) Place of performance

NUTS codes

- UKJ31 - Portsmouth
- UKJ32 - Southampton
- UKJ35 - South Hampshire
- UKJ37 - North Hampshire

Main site or place of performance

The majority of services will be performed within Portsmouth. Portsmouth council's property portfolio also encompass properties which are located within the boundaries of Havant Borough Council.

Gosport Borough Council, Rushmoor Borough Council and Southampton City Council are also able to access the framework, however the council can provide no guarantees in respect of usage by these additional named Contracting Authorities.

II.2.4) Description of the procurement

SCOPE OF SERVICES

Contractors will be expected to undertake asbestos surveys, analyse samples and produce reports for a range of domestic and commercial premises. Services procured will include, but are not limited to:

- Management Surveys
- Refurbishment and Demolition Surveys
- Single Samples and Emergency Callouts
- Air Testing
- Stage 4 Clearance
- Asbestos Management Advice and Health and Safety Guidance

Portsmouth City Council requires asbestos surveys to be carried out for its portfolio of domestic and non-domestic properties. These will typically include but are not limited to:

- Tenanted social housing properties.
- Void social housing properties.
- Communal areas of blocks of flats (low, medium and high rise).
- Education buildings.
- Community buildings.
- Council offices and depots.
- Commercial buildings

The framework will be used to procure standard and non-standard works. The definitions of these works and award mechanisms are outlined below.

STANDARD SERVICES (Term Service Contract)

Standard services are defined as asbestos testing and consultancy services covered within the scope of the specification which are standard in value, quantity and complexity. These services will generally fall within the Schedule of Rates provided. The term service agreement will generally be used for procurement of standard services.

Examples of procurement of standard service include but are not limited to:

- Surveys required to individual properties as a result of reactive repair works.
- Surveys required to individual properties as a result of void works.
- Surveys required as a result of small scale planned maintenance works.
- Management surveys of small to medium sized commercial assets.
- Management surveys of communal areas to low-rise blocks of flats
- Any emergency call-out works requiring asbestos surveying services including sampling and air testing.

NON-STANDARD SERVICES (Mini Competition/Task specific contract)

Non-Standard services are defined as asbestos testing and consultancy services covered within the scope of this specification which are significantly high in value, volume or complexity. These services generally do not fall within the Schedule of Rates provided. Mini competitions will generally be used for procurement of non-standard services.

Examples of procurement of standard service include but are not limited to:

- Surveys required as a result of large scale planned maintenance works.
- Management surveys of medium to large commercial assets such as office blocks.
- Management surveys of communal areas to high-rise blocks of flats.
- Surveys of properties with known complex asbestos issues.
- Long term air testing requirements as a result of asbestos issues

The council anticipate an average turnaround period of 2 weeks for surveys from the point of instruction to delivery of the report. Consultants will be provided with access to Portsmouth City Council's Asbestos database and expected to upload the data collected during surveys.

FRAMEWORK OPERATION - CALL OFF PROCESSES

Once established, the framework will allow for call off of contracts via either Direct Award or Mini-Competition as set out below.

DIRECT AWARD CALL OFF PROCESS - (CONTINGENCY FOR TERM SERVICE

CONTRACT ONLY)

The purpose of the direct award mechanism is to allow a second term service contract to be awarded in the event of performance or capacity issues with the existing term service provider.

Direct award will be available to the next highest-ranking contractor on the framework, after the existing term service provider.

As per the term service contract, a schedule of agreed rates will be provided at framework level for different architypes of properties and level of surveys. The consultant will be held to these rates when direct awarded a term service contract.

MINI-COMPETITION CALL OFF PROCESS

For non standard services all contractors on the framework will be invited to each mini competition and will be given the allowance to opt in or out of submitting a bid.

Low risk contracts let via mini competition will generally be awarded on a 100% cost basis whilst more complex surveys will have a quality element.

In submitting mini competition bids contractors must meet or beat the OH/P % tendered at establishment of the framework agreement.

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: £2,700,000

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

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 5

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

13 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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

13 October 2023

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Estimated timing for further notices to be published: May 2027 subject to the council having ongoing requirements for the services covered under this framework agreement.

VI.4) Procedures for review

VI.4.1) Review body

The High Court Of Justice

The Strand

London

WCA 2LL

Telephone

+44 2079476000

Country

United Kingdom