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Planning

## **HO - Manned Security Services**

The Coal Authority

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-027756

Procurement identifier (OCID): ocds-h6vhtk-040244

Published 20 September 2023, 11:34am

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

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

The Coal Authority

200 Lichfield Lane

MANSFIELD

NG184RG

#### **Contact**

Joe Keir

#### **Email**

[joekeir@coal.gov.uk](mailto:joekeir@coal.gov.uk)

#### **Telephone**

+44 1623637410

#### **Country**

United Kingdom

**Region code**

UKF15 - North Nottinghamshire

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/the-coal-authority>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Environment

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## **Section II: Object**

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

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

HO - Manned Security Services

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

- 79710000 - Security services

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

Services

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

The Coal Authority will be seeking to let a Manned Security Services contract for its headquarters in Mansfield ahead of the existing contract ending on 30th March 2024.

The duration of the proposed contract is expected to be 3 years with an option to extend for a further year.

The contract will be to provide comprehensive security services at the Coal Authority headquarters in Mansfield which comprises of 3 main buildings and the associated grounds.

The service required under this contract shall be;

- Services will be required 52 weeks a year including bank holidays with the following shift patterns likely to be:

o 16:30pm - 08:45am Monday to Thursday

o 16:00pm - 08:00am Friday to Saturday AM.

o 24 hours at weekends and bank holidays

- Permanent pool of suitably SIA licenced / DBS checked guards with a bank of relief guards that can step-in as and when required.

- Use of relief guards will need to be agreed and there should be no disruption to the service with immediate relief cover to be provided within 1 hour.

Anticipated duties of the guards will include but not limited to:

- Fence Perimeter checks of the estate
- Key-holding including unlocking/locking of gates out of hours to allow access for vehicles
- CCTV and alarm monitoring of the site
- Internal and external patrols / walk-around of the headquarters buildings
- Participating in monthly fire-checks and business continuity review, exercises and training
- Participating in site inductions / refresher training
- Participating in contract management meetings and relevant joint-audits
- Completion of incident reports including Health, Safety and Wellbeing
- Out of hours pool car management
- Office Refreshment stock-up
- Closing / opening of window blinds
- Operating and managing the site for weekend events

Lone working will be likely in the operation of the service so access to mobile patrol and regular check-calls will be needed.

Due to the 24/7 nature of operations of the Authority and it being a Category 2 Responder under the Civil Contingencies Act 2004, access will be required to the site at all times for all Authority staff.

A wider review of the security operations/requirement will be carried out over the next 12-24 months which may include amendments to equipment and resources which the successful tenderer will be involved in.

Two key focuses of the future contract will be a focus on the staff morale, wellbeing and development as well as sustainability as the Authority seeks to become net-zero by 2030 to which the delivery of this service will be play a part in.

Tupe will likely apply to these services, this will be confirmed in the future tender documents.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79710000 - Security services

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

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)
- UKL - Wales
- UKM - Scotland
- UKN - Northern Ireland

Main site or place of performance

Coal Authority, 200 Lichfield Lane, Mansfield, Nottinghamshire, NG18 4RG

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

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

6 November 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