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Tender

Tender for Arboriculture Services

Southend-on-Sea City Council

F02: Contract notice

Notice identifier: 2023/S 000-027868

Procurement identifier (OCID): ocds-h6vhtk-04028d

Published 21 September 2023, 10:59am

Section I: Contracting authority

I.1) Name and addresses

Southend-on-Sea City Council

Civic Centre

SOUTHEND-ON-SEA

SS26EN

Contact

procurementadvisors@southend.gov.uk

Email

procurementadvisors@southend.gov.uk

Telephone

+44 1702215000

Country

United Kingdom

Region code

UKH31 - Southend-on-Sea

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.southend.gov.uk/>

I.3) Communication

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

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

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://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

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

Tender for Arboriculture Services

Reference number

DN675721

II.1.2) Main CPV code

- 77211500 - Tree-maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Southend-on-Sea City Council (the Council) are seeking tender responses as part of a competitive procurement process to appoint a qualified Contractor in the re-tendering of the Council's Arboriculture Services Contract.

Southend-on-Sea is well known for its parks and gardens. Trees are important to the City's residents whether the trees are growing in parks or in streets. Maintenance of the street scene in general is a key corporate priority for the Council. The related contract, and the appointed Contractor, will play an important part in ensuring the successful delivery of this key priority, by undertaking arboricultural services on the Council's behalf. For this reason, it is imperative all tree work undertaken by the appointed Contractor is carried out by experienced and skilled staff to the standards specified in the 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)

- 77211300 - Tree-clearing services
- 77211400 - Tree-cutting services
- 77211500 - Tree-maintenance services
- 77211600 - Tree seeding
- 77310000 - Planting and maintenance services of green areas
- 77340000 - Tree pruning and hedge trimming
- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKH31 - Southend-on-Sea

II.2.4) Description of the procurement

Southend-on-Sea City Council (the Council) are seeking tender responses as part of a competitive procurement process to appoint a qualified Contractor in the re-tendering of the Council's Arboriculture Services Contract.

Southend-on-Sea is well known for its parks and gardens. Trees are important to the City's residents whether the trees are growing in parks or in streets. Maintenance of the street scene in general is a key corporate priority for the Council. The related contract, and the appointed Contractor, will play an important part in ensuring the successful delivery of this key priority, by undertaking arboricultural services on the Council's behalf. For this reason, it is imperative all tree work undertaken by the appointed Contractor is carried out by experienced and skilled staff to the standards specified in the Tender Documents.

For the avoidance of doubt, all perspective tenderers are advised that there is an incumbent Contractor, and it is believed that TUPE will apply. One of the minimum requirements of the procurement process is requesting the TUPE information from the Council. The full details of how to do this are provided in the Tender Documents.

The Tender Documents can be accessed via:

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

The deadline for receipt of clarification requests relating to the Tender Documents: 14:00 Friday 27th October 2023

The deadline for submission of Tender Responses is: 14:00 Tuesday 14th November 2023

The Minimum Level Requirements of the procurement process are covered in detail in the Tender Documents provided. This includes, but is not limited to, detail on TUPE Requirements, a Tenderer's ability, Financial Standing, Insurance and mandatory service requirements.

Mandatory service requirements include, but are not limited to, Permits and Licences required for working on the Highway, the contract's timeframes and response times, as well as the confirmed standards for the related tree work.

In regard to the evaluation the elements which are "scored" or "pass / fail" are fully explained within the documentation provided as part of the procurement process.

The proposed duration of the initial contract period is 5 years 2 months, with a possible extension of a further 2 years (or any part thereof).

II.2.5) Award criteria

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

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

Duration in months

62

This contract is subject to renewal

Yes

Description of renewals

The proposed duration of the initial contract period is 5 years 2 months, with a possible extension of a further 2 years (or any part thereof). Further detail is provided in relation to the duration of the Contract in Tender Documents.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

See II.2.7.

II.2.14) Additional information

The current annual budget is in the region of £379,000. However, this level of spend is not guaranteed and is subject to change, and may decrease over the duration of the contract. This is covered further in the Tender Documents.

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

This is outlined in the Tender Documents

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

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

14 November 2023

Local time

2:00pm

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

14 November 2023

Local time

2:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom