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Tender

Security Services and Cash Collection

Scotland Excel

F02: Contract notice

Notice identifier: 2023/S 000-027979

Procurement identifier (OCID): ocds-h6vhtk-03a407

Published 22 September 2023, 9:25am

The closing date and time has been changed to:

30 October 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

Email

construction@scotland-excel.org.uk

Telephone

+44 1414888230

Fax

+44 1416187423

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.scotland-excel.org.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10383

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/>

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/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Security Services and Cash Collection

Reference number

2322

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

This framework will provide councils and other participating bodies with a mechanism to procure a range of security services including guarding, stewarding, marshalling, key holding, mobile patrols and cash collection.

II.1.5) Estimated total value

Value excluding VAT: £70,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Guarding and Key Holding

Lot No

1

II.2.2) Additional CPV code(s)

- 79710000 - Security services
- 79713000 - Guard services
- 79715000 - Patrol services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils and Scotland Excel associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils and other participating bodies with a mechanism to procure guarding, mobile patrol and key holding services.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £65,000,000

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: Yes

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58. Please see the Invitation to Tender contained on the PCS-Tender project relevant to this procurement and the other procurement Documents for further information.

II.2) Description

II.2.1) Title

Event Stewarding and Taxi Marshalling

Lot No

2

II.2.2) Additional CPV code(s)

- 79710000 - Security services
- 79713000 - Guard services
- 79715000 - Patrol services
- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils and Scotland Excel associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils and other participating bodies with a mechanism to procure event stewarding and taxi marshalling services.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £3,500,000

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: Yes

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the

situations referred to in Regulation 58. Please see the Invitation to Tender contained on the PCS-Tender project relevant to this procurement and the other procurement Documents for further information.

II.2) Description

II.2.1) Title

Guarding, Key Holding, Event Stewarding and Taxi Marshalling

Lot No

3

II.2.2) Additional CPV code(s)

- 79710000 - Security services
- 79713000 - Guard services
- 79715000 - Patrol services
- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils and Scotland Excel associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils and other participating bodies with a mechanism to procure a combination of guarding, key holding, event stewarding and taxi marshalling services.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £360,000

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: Yes

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58. Please see the Invitation to Tender contained on the PCS-Tender project relevant to this procurement and the other procurement Documents for further information

II.2) Description

II.2.1) Title

Cash Collection

Lot No

4

II.2.2) Additional CPV code(s)

- 79710000 - Security services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils and Scotland Excel associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils and other participating bodies with a mechanism to procure cash collection services.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

II.2.6) Estimated value

Value excluding VAT: £110,000

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: Yes

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58. Please see the Invitation to Tender contained on the PCS-Tender project relevant to this procurement and the other procurement Documents for further information.

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

In accordance with Regulation 59 (12), as this proposed framework agreement is divided into lots, these technical and professional ability selection criteria apply to all lots.

-SPD (Scotland) Question 4A.1 Trade Registers

All economic operators must hold and maintain the relevant authorisation(s) or membership as listed below:

-SPD (Scotland) Questions 4A.2 Approved Contractor Status

Tenderers must self-declare as part of the SPD (Scotland), as contained in the Qualification envelope that they will have the requested Approved Contractor Status as detailed in the procurement documents, the SPD and the Contract Notice, or commit to obtain prior to the commencement of the Contract.

-SPD (Scotland) Questions 4A.2 Security Industry Authority (SIA) Licensing

Tenderers must self-declare as part of the SPD (Scotland), as contained in the Qualification Envelope that they will have the requested SIA licence cover as detailed in the procurement documents, the SPD and Contract Notice, or commit to obtain them prior to the commencement of the Contract. Tenderers will be required to provide evidence of this in the form of licence reference numbers for subsequent verification by Scotland Excel and such other bodies as may be deemed necessary.

THE ABOVE REQUIREMENTS MUST BE MET BY THE TENDERER.

III.1.2) Economic and financial standing

List and brief description of selection criteria

In accordance with Regulation 59(12), as this proposed framework agreement is divided into lots, these economic and financial standing

selection criteria applies to all lots.

Minimum level(s) of standards possibly required

- SPD (Scotland) Questions 4B.5.1, 4B.5.2, 4B.5.3 - Insurance Requirements

It is a requirement of this framework that Tenderers hold, or can commit to obtain prior to the start date of the framework, the types and levels of insurance indicated below:

-Employers' liability insurance 5 million GBP in respect of each claim, without limit to the number of claims.

-Public/Products liability insurance 10 million GBP in respect of each claim, without limit to the number of claims (but in the aggregate for products).

-Statutory Third Party Liability insurance in accord with the provisions of the current Road Traffic Act 1988 (as amended) to a minimum indemnity level of 5 million GBP in respect of each claim, without limit to the number of claims, but unlimited in respect of personal injury.

Tenderers must note that where a Call-off under the framework incorporates services requiring the design of security services or the provision of advice on the establishment of the service, the Council may require that Tenderers hold demonstrably adequate Professional Indemnity insurance for the relevant Call-off. This will not form part of the selection criteria for access to the framework, but where applicable, will be requested at the point of Call-off. Where a Call-off incorporates a requirement for Professional Indemnity Insurance this will be conducted using the mini competition Process to allow the commercial rates submitted for that Call-off to reflect the increased cost (if any) of meeting the requirement. Tenderers must note that these minimum levels of insurance are required to be awarded onto the framework, however, the Councils may request an increase to the minimum level of insurance cover required or request additional insurance cover when awarding a Work Order under the Framework Contract.

For Tenderers who will sub contract parts of the business, the bidder will provide a letter signed by a person of appropriate authority confirming that the Tenderer has ongoing

arrangements in place to ensure that sub-contractors are appropriately insured.

- SPD (Scotland) Questions 4B.6 and 4B 6.1 - Other Economic or Financial Requirements

The Tenderer is required to confirm that a search of the Tenderer using "Equifax Protect" reports will not return a 'Warning' or 'Caution' code or any neutral code. Alternatively, upon request the Tenderer may provide any other documentation which Scotland Excel considers appropriate to prove to Scotland Excel (acting within its permitted discretion under the applicable public procurement rules) that the Tenderer does not/would not present an unmanageable risk should it be appointed on to the proposed framework agreement.

Tenderers who do return a 'Warning' or 'Caution' code, or who cannot provide any alternative acceptable additional explanation or supporting information will be assessed as a fail and will be excluded from the competition. It is at the sole discretion of Scotland Excel as to whether to accept any explanation or supporting information as a suitable alternative.

Tenderers relying on the financial standing of a parent company who are unable to commit to obtaining a parent company guarantee will be assessed as a fail and will be excluded from the competition.

III.1.3) Technical and professional ability

List and brief description of selection criteria

In accordance with Regulation 59 (12), as this proposed framework agreement is divided into lots, these technical and professional ability

selection criteria applies to all lots.

-SPD (Scotland) 4C.10 Sub contracting

-SPD (Scotland) Questions 4D.1, 4D 1.1 and 4D 1.2 Quality Management Procedures, Health and Safety Procedures and Health and Safety Breach

-SPD (Scotland) Questions 4D.2, 4D 2.1 and 4D 2.2 Environmental Management Standards

-Declaration of Non Involvement in Serious and Organised Crime.

-Human Trafficking declaration

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

For full details of the terms and conditions relevant to the proposed Framework Contract and contracts to be called off thereunder (to the extent known or settled at this stage), please see the tender documents (details of how to access these are set out in section "I.3, Communication" of this Contract Notice). Tenderers require to confirm their acceptance of the terms and conditions.

Scotland Excel will require the members of any tendering group of entities (including, but not limited to consortium members, members of a group of economic operators and/or sub-contractors) to be jointly and severally liable for the performance of the contract (no matter the legal form taken by those entities in order to enter into the contract).

For further information relative to the submission of consortia tenders, tenders by groups of economic operators and sub-contracting, please refer to the tender documentation which is available in the relevant PCS-T project for this procurement exercise.

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: 25

IV.1.6) Information about electronic auction

An electronic auction will be used

Additional information about electronic auction

Electronic auctions may be used if councils opt to do so as part of a call off in which event, information in relation to Regulation 36 (Electronic Auctions) will be provided by Councils in the procurement documents.

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-003918](#)

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

Originally published as:

Date

23 October 2023

Local time

12:00pm

Changed to:

Date

30 October 2023

Local time

12:00pm

See the [change notice](#).

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

Tender must be valid until: 10 May 2024

IV.2.7) Conditions for opening of tenders

Date

23 October 2023

Local time

12:00pm

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 invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Scotland Excel is a central purchasing body and is procuring this framework on behalf of the following contracting authorities (and successor bodies):

A) The 32 local authorities in Scotland;

<https://home.scotland-excel.org.uk/about-us/our-members/>

B) Scotland Excel associate members;

https://home.scotland-excel.org.uk/about-us/our-members/?filter_2213=2215

C) any Integration Authority, or other body, established pursuant to the Public Bodies (Joint Working) (Scotland) Act 2014.

D) Any Scottish Registered Social Landlords listed on the public register of the Scottish Housing Regulator;

<https://www.housingregulator.gov.scot/landlord-performance/landlords>

E) Tayside Contracts

F) Advanced Procurement for Universities and Colleges (APUC Ltd) and their member organisations across the higher and further education sector in Scotland and their associated and affiliated bodies.

G) Scottish Prison Service (SPS)

H) Scottish National Health Service Authorities and Trusts.

I) Scottish Qualifications Authority (SQA)

J) National Museum of Scotland

K) Crown Office and Procurator Fiscal Service (COPFS)

The above is subject to each contracting authority entering into and maintaining a relevant membership agreement with Scotland Excel. Further to II.2.10, variant offers will be considered at Scotland Excel's discretion in accordance with Regulation 46 where the offer complies with the conditions for participation referred to herein at III.1.

Tenderers are advised that the envisaged maximum number of participants that might be appointed to the proposed framework agreement set out in section IV.1.3 of this contract notice is indicative. Scotland Excel reserves the right to appoint more or less Tenderers to the proposed framework agreement. **IMPORTANT NOTE FOR TENDERERS:** Tenderers should note the specific tender requirements and evaluation processes applicable to this tender as set out in the procurement documents.

Bids may be excluded from evaluation (in whole, or in part) if they do not include the information required in accordance with instructions given.

Further information and instructions are contained within the procurement documents.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24007. 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:

Tenderers are requested to agree to the community benefits approach as set out in the ITT. Where agreed, if successful in award onto the framework and if a call off is awarded through the framework, consultants will be required to:

1. Upon award of the call off proactively engage with the Council to agree the selection of community benefit outcomes and how these will be monitored between the parties

(including reporting and reviews).

2. Commence implementing the community benefits immediately, or as soon as reasonably possible, upon being appointed a call off.

3. Inform Scotland Excel of the selection of community benefit outcomes which have been agreed with the Council and report on the delivery these on a bi-annual basis in a format prescribed by Scotland Excel.

(SC Ref:729713)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland)

Regulations 2015 (SSI 2015/446) (as amended) may bring proceedings in the Sheriff Court or the Court of Session.