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Tender

## **TENDER FOR FRAMEWORK OF THE SURVEY AND/OR REMOVAL OF TREES FOR ASH DIEBACK**

Dundee City Council

F02: Contract notice

Notice identifier: 2023/S 000-028071

Procurement identifier (OCID): ocids-h6vhtk-03de48

Published 22 September 2023, 3:03pm

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

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

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

#### **Contact**

Alix Finlayson

#### **Email**

[alix.finlayson@dundeecity.gov.uk](mailto:alix.finlayson@dundeecity.gov.uk)

#### **Telephone**

+44 1382433691

#### **Country**

United Kingdom

**NUTS code**

UKM71 - Angus and Dundee City

**Internet address(es)**

Main address

[www.dundeeecity.gov.uk](http://www.dundeeecity.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00220](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local authority

**I.5) Main activity**

Environment

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## **Section II: Object**

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

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

TENDER FOR FRAMEWORK OF THE SURVEY AND/OR REMOVAL OF TREES FOR ASH DIEBACK

Reference number

DCC/NS/80/23

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

- 77200000 - Forestry services

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

Services

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

The purpose of the document is to specify the requirements for the provision of survey and removal for trees affected by Ash Dieback.

We are seeking a suitably skilled and experienced Contractor to undertake treatment (including associated tree surgery operations) of ash trees infected with *Hymenoscyphus Fraxineus* (Ash Dieback). We will also require a Contractor to undertake further surveys of ash trees within Dundee.

#### **II.1.5) Estimated total value**

Value excluding VAT: £600,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

5

### **II.2) Description**

### **II.2.1) Title**

Lot 3 Dundee West Removal of Ash Trees Affected by Ash Dieback

Lot No

3

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

- 77200000 - Forestry services

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

NUTS codes

- UKM71 - Angus and Dundee City

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

The contractor will be required to remove trees in the latter stages of Ash Dieback safely. The contractor will be required to fell, remove and transport timber to DCC locations, which is to be disclosed at the point of call off. This may include other tree works.

Supplier must have access to or own of MEWP (Mobile Elevating Work Platform), which is essential to response to tree works.

It is a requirement that the successful supplier will have or will have access to operatives who have IPAF certification or equivalent for operation of Mobile Elevating Work Platform (IPAF Cherry Picker 3a&3b equipment must have its own up to date certification – under LOLER Provision of Work Equipment Act).

### **II.2.5) Award criteria**

Quality criterion - Name: Delivery of Contract and Quality of Service / Weighting: 15

Quality criterion - Name: Resourcing of Requirements / Weighting: 10

Quality criterion - Name: Project Plan / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 2.5

Quality criterion - Name: Fair Work First / Weighting: 2.5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial framework period will be 2 years, with the option to extend.

The purchaser will have the option to extend the framework for a further period of up to 12 months beyond the initial term, and then a further 12 months extension (2+1+1)

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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) Description**

### **II.2.1) Title**

Lot 4 Dundee Central Removal of Ash Trees Affected by Ash Dieback

Lot No

4

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

- 77200000 - Forestry services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

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

The contractor will be required to remove trees in the latter stages of Ash Dieback safely. The contractor will be required to fell, remove and transport timber to DCC locations, which is to be disclosed at the point of call off. This may include other tree works.

Supplier must have access to or own of MEWP (Mobile Elevating Work Platform), which is essential to response to tree works.

It is a requirement that the successful supplier will have or will have access to operatives who have IPAF certification or equivalent for operation of Mobile Elevating Work Platform (IPAF Cherry Picker 3a&3b equipment must have its own up to date certification – under LOLER Provision of Work Equipment Act).

#### **II.2.5) Award criteria**

Quality criterion - Name: Delivery of Contract and Quality of Service / Weighting: 15

Quality criterion - Name: Resourcing of Requirements / Weighting: 10

Quality criterion - Name: Project Plan / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 2.5

Quality criterion - Name: Fair Work First / Weighting: 2.5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

## Description of renewals

The initial framework period will be 2 years, with the option to extend.

The purchaser will have the option to extend the framework for a further period of up to 12 months beyond the initial term, and then a further 12 months extension (2+1+1)

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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) Description**

### **II.2.1) Title**

Lot 5 Dundee City Resurvey of Ash Trees

Lot No

5

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

- 77200000 - Forestry services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

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

Dundee City Council are looking to appoint additional surveyors to resurvey and monitor the condition of identified ash trees. Dundee City Council is seeking to appoint a single contractor to co-ordinate the surveys. Using the Dundee City Council Tree Management System, the contractor will carry out Ash Dieback surveys on specified trees and categorise into the appropriate stage of the disease- and provide recommendations and specifications for removal if necessary.

Dundee City Council will provide access to the GIS based Tree Management system and provide training.

The contractor will be expected to provide a suitable mobile device such as a tablet with in-built GPS to allow the use of Tree Management System Field Maps. The contractor will need to have the necessary field equipment and transport. The Surveyors will hold a relevant Arboriculture Certification (Degree or Equivalent) and experience in surveying trees for Ash Dieback and is expected to provide this prior to commencement of work.

#### **II.2.5) Award criteria**

Quality criterion - Name: Delivery of Contract and Quality of Service / Weighting: 15

Quality criterion - Name: Resourcing of Requirements / Weighting: 10

Quality criterion - Name: Project Plan / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 2.5

Quality criterion - Name: Fair Work First / Weighting: 2.5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial framework period will be 2 years, with the option to extend.

The purchaser will have the option to extend the framework for a further period of up to 12 months beyond the initial term, and then a further 12 months extension (2+1+1)

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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) Description**

#### **II.2.1) Title**

Lot 1 Strathmartine Removal of Ash Trees Affected by Ash Dieback

Lot No

1

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

- 77200000 - Forestry services

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

NUTS codes

- UKM71 - Angus and Dundee City

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

The contractor will be required to remove trees in the latter stages of Ash Dieback safely. The contractor will be required to fell, remove and transport timber to DCC locations, which is to be disclosed at the point of call off. This may include other tree works.

Supplier must have access to or own of MEWP (Mobile Elevating Work Platform), which is essential to response to tree works.

It is a requirement that the successful supplier will have or will have access to operatives

who have IPAF certification or equivalent for operation of Mobile Elevating Work Platform (IPAF Cherry Picker 3a&3b equipment must have its own up to date certification – under LOLER Provision of Work Equipment Act).

#### **II.2.5) Award criteria**

Quality criterion - Name: Delivery of Contract and Quality of Service / Weighting: 15

Quality criterion - Name: Resourcing of Requirements / Weighting: 10

Quality criterion - Name: Project Plan / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 2.5

Quality criterion - Name: Fair Work First / Weighting: 2.5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Contract period for 2 years, with the option to extend for 12 months, and then extend for the further 12 months (2+1+1)

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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) Description**

### **II.2.1) Title**

Lot 2 Dundee East Removal of Ash Trees Affected by Ash Dieback

Lot No

2

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

- 77200000 - Forestry services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

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

The contractor will be required to remove trees in the latter stages of Ash Dieback safely. The contractor will be required to fell, remove and transport timber to DCC locations, which is to be disclosed at the point of call off. This may include other tree works.

Supplier must have access to or own of MEWP (Mobile Elevating Work Platform), which is essential to response to tree works.

It is a requirement that the successful supplier will have or will have access to operatives who have IPAF certification or equivalent for operation of Mobile Elevating Work Platform (IPAF Cherry Picker 3a&3b equipment must have its own up to date certification – under LOLER Provision of Work Equipment Act).

### **II.2.5) Award criteria**

Quality criterion - Name: Delivery of Contract and Quality of Service / Weighting: 15

Quality criterion - Name: Resourcing of Requirements / Weighting: 10

Quality criterion - Name: Project Plan / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 2.5

Quality criterion - Name: Fair Work First / Weighting: 2.5

Price - Weighting: 60

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial framework period will be 2 years, with the option to extend.

The purchaser will have the option to extend the framework for a further period of up to 12 months beyond the initial term, and then a further 12 months extension (2+1+1)

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

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## **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

NA

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

(a) Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10,000,000 GBP in respect of each claim, and

(b) Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5,000,000 GBP in respect of each claim, and

(c) Professional Indemnity Insurance/Medical Malpractice Insurance covering the failure of the bidder to use the skill and care normally used by professionals providing the services described in this tender to the level of 2,000,000 GPB in respect of each claim, and

(d) Vehicle Insurance (provider motor vehicles). Provider responsible for ensuring that motor insurance of staff or volunteers who use their own vehicles have business use insurance covered. If carrying service users includes, business use and personal accident cover for passengers.

Tenderers will be required to provide/state the value(s) for the following financial ratio(s):

(A) Net profit for both financial years; if there has been a loss in any one year the tenderer must provide an explanation of the specific circumstances leading to the loss.

(B) Current ratio equal to or greater than one in both financial years. Reasons for not meeting the required test to be disclosed by tenderers together with appropriate supporting evidence to confirm the suitability of the tenderer for the contract.

Positive Gearing Ratio for both financial years. i.e. an excess of shareholders funds/partners' capital accounts/owners' equity over loan finance in both of the financial years. Reasons for not meeting the required test to be disclosed by tenderers together with appropriate supporting evidence to confirm the suitability of the tenderer for the

contract.

(C) Positive shareholders' funds/positive partners' capital accounts/positive owners' equity (whichever is applicable to the type of business) in both of the financial years.

(D) Unqualified audit report (if an audit is required).

(E) Managements accounts showing your current position, for the period following your final accounts to include profit and loss and balance sheet

Minimum level(s) of standards possibly required

(a) Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10,000,000 GBP in respect of each claim, and

(b) Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5,000,000 GBP in respect of each claim, and

(c) Professional Indemnity Insurance/Medical Malpractice Insurance covering the failure of the bidder to use the skill and care normally used by professionals providing the services described in this tender to the level of 2,000,000 GBP in respect of each claim, and

(d) Vehicle Insurance (provider motor vehicles). Provider responsible for ensuring that motor insurance of staff or volunteers who use their own vehicles have business use insurance covered. If carrying service users includes, business use and personal accident cover for passengers.

Tenderers will be required to provide/state the value(s) for the following financial ratio(s):

(E) Net profit for both financial years; if there has been a loss in any one year the tenderer must provide an explanation of the specific circumstances leading to the loss.

(F) Current ratio equal to or greater than one in both financial years. Reasons for not meeting the required test to be disclosed by tenderers together with appropriate supporting evidence to confirm the suitability of the tenderer for the contract.

Positive Gearing Ratio for both financial years. i.e. an excess of shareholders funds/partners' capital accounts/owners' equity over loan finance in both of the financial years. Reasons for not meeting the required test to be disclosed by tenderers together with appropriate supporting evidence to confirm the suitability of the tenderer for the contract.

(G)Positive shareholders' funds/positive partners' capital accounts/positive owners' equity (whichever is applicable to the type of business) in both of the financial years.

(H)Unqualified audit report (if an audit is required).

(I)Managements accounts showing your current position, for the period following your final accounts to include profit and loss and balance sheet

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Contractors must have access to MEWP equipment and operators must hold IPAF certification or equivalent. 3a & 3b Cherry Picker Certification (IPAF Cherry Picker 3a&3b equipment must have its own up to date certification, under LOLER Provision of Work Equipment Act).

Contractors must be able to follow the guidelines and Health & Safety measures set out in the Specification of Requirements. All operators using equipment must certification listed within the Specification of Requirements.

The surveyor, will need to have the necessary field equipment and transport. The Surveyors will hold a relevant Arboriculture Certification (Degree or Equivalent) and experience in surveying trees for Ash Dieback

Minimum level(s) of standards possibly required

Contractors must have access to MEWP equipment and operators must hold IPAF certification or equivalent. 3a & 3b Cherry Picker Certification (IPAF Cherry Picker 3a&3b equipment must have its own up to date certification, under LOLER Provision of Work Equipment Act).

Contractors must be able to follow the guidelines and Health & Safety measures set out in the Specification of Requirements. All operators using equipment must certification listed within the Specification of Requirements.

The surveyor, will need to have the necessary field equipment and transport. The Surveyors will hold a relevant Arboriculture Certification (Degree or Equivalent) and experience in surveying trees for Ash Dieback

## **III.2) Conditions related to the contract**

### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

The felling of infected ash trees, must be completed by a trained and licenced professional and will have knowledge of ecological issues concerning trees.

The surveyor, will need to have the necessary field equipment and transport. The Surveyors will hold a relevant Arboriculture Certification (Degree or Equivalent) and experience in surveying trees for Ash Dieback

### **III.2.2) Contract performance conditions**

The Key Performance Indicators have been listed within the Specification of Requirements document which can be found in the Additional Documents Area of PCS.

### **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

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## **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: 13

#### **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 000-018847](#)

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

Date

23 October 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

23 October 2023

Local time

12:00pm

Place

PCS Electronic Postbox

Information about authorised persons and opening procedure

Category Officer

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: September 2026

### **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**

Please complete and sign the documentation and upload via Public Contracts Scotland Electronic Postbox. A checklist is provided within the Invitation to Tender documentation which can be found in the Additional Documents Area of PCS. (Tender offer, pricing schedule, bonafide tender, Declaration of Non-Involvement, SPD (Single Procurement Document)).

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=744736](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=744736).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

Bidding Organisation to detail 2 Community Benefit activities per annum.

Details are provided within the ITT documentation.

(SC Ref:744736)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Dundee Sherriff Court and Justice of the Peace Court

Sheriff Court House, 6 West Bell Street

Dundee

DD19AD

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Scottish Court Service

Saughton House, Broomhouse Drive

Edinburgh

EH113XD

Email

[enquiries@scotcourts.gov.uk](mailto:enquiries@scotcourts.gov.uk)

Telephone

+44 1314443300

Country

United Kingdom