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Tender

Fire Alarm & Security Systems Maintenance & Repair

NHS Lothian

F02: Contract notice

Notice identifier: 2022/S 000-028129

Procurement identifier (OCID): ocds-h6vhtk-03738e

Published 6 October 2022, 3:49pm

The closing date and time has been changed to:

14 November 2022, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

NHS Lothian

Procurement Headquarters, Lothian Health Board Waverley Gate 2-4 Waterloo Place

Edinburgh

EH1 3EG

Contact

Adrian Teather

Email

adrian.teather@nhslothian.scot.nhs.uk

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.nhsllothian.scot.nhs.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00326

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

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Fire Alarm & Security Systems Maintenance & Repair

Reference number

LOTL342-22

II.1.2) Main CPV code

- 50413200 - Repair and maintenance services of firefighting equipment

II.1.3) Type of contract

Services

II.1.4) Short description

NHS Lothian require to appoint a suitably qualified and experienced contractor to undertake all inspections, routine servicing and maintenance; repair and / or replacement of parts identified during maintenance visits; call outs to reset the systems or to repair as necessary all to ensure the satisfactory operation of the fire alarm & Security systems for all system types including closed and open protocol systems within all locations throughout NHS Lothian, together with the option of additional services relating to fire and security systems.

II.1.5) Estimated total value

Value excluding VAT: £1,250,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 31625000 - Burglar and fire alarms
- 31625200 - Fire-alarm systems

- 31625100 - Fire-detection systems

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of
- UKM73 - East Lothian and Midlothian
- UKM78 - West Lothian

II.2.4) Description of the procurement

NHS Lothian require to appoint a suitably qualified and experienced contractor to undertake all inspections, routine servicing and maintenance; repair and / or replacement of parts identified during maintenance visits; call outs to reset the systems or to repair as necessary all to ensure the satisfactory operation of the fire alarm & security systems for all system types including closed and open protocol systems within all locations throughout NHS Lothian.

Services in scope of this Contract shall include:

- Routine maintenance and repairs to fire alarm systems and detection systems located throughout NHS Lothian.
- Periodic testing of open & closed protocol fire alarm systems
- Repairs and limited modifications to systems as required.
- 24/7/365 breakdown repair cover.
- Optional Services

The Contractor shall ensure full compliance with all current and relevant legislation and guidance including, without limitation, all relevant British Standards, Codes of Practice, B.S.I.A Codes of Practice, National Approval Council for Security Systems (NACOSS), and that all equipment is Kite marked and CE marked (UKCA marked if using manufactured products placed on the GB market from 11pm on 31 December 2022) as required in Scotland, by Skilled Persons with adequate access to spares.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £1,250,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract includes the option to extend by 2 periods of 12 months.

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

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

SPD [4A1a] Suppliers will be BAFE SP203-1 Fire Detection and Fire Alarm Systems registered by the contract start and for the duration of the contract; registration shall be demonstrated within proposal.

NHS has adopted Safe Contractor. The successful bidder must be Safe Contractor registered by the contract start date and for the duration of the Contract, registration shall be demonstrated within proposal

Bidders must confirm and provide evidence, that they hold

BESA, NICEIC, ASFP, Institution of Fire Engineers, NSI Accreditation, Safe Contractor Accreditations, Fire Industry Association (or equivalents.)

III.1.2) Economic and financial standing

List and brief description of selection criteria

[4B1b] Bidders are required to provide their average yearly turnover for the last 3 years.

Bidders should confirm that total revenue derived directly from NHS Lothian, including this contract, would not exceed 40% of their total average yearly turnover.

[4B4] Bidders will require to provide the following ratios for the three most recent financial years.

- Current Ratio (Liquidity Ratio) of the Company (total current assets divided by total current liabilities) — Acceptable Range is >0.99

- Net Profit Margin of the Company (net profits divided by revenue x100) -- Acceptable Range is >0 (i.e. positive)

These ratios will be used to assess the Bidders financial strength and security. This is a Pass/Fail requirement. Failure to provide this information will result in your bid being rejected.

Bidders should be able to provide financial accounts when requested. Should these not

be available, or should this show financial instability of the organisation, this may result in a Fail.

[4B5b] - Employer's (Compulsory) Liability Insurance of 5 million GBP

[4B5c] - Public Liability Insurance of 2 million GBP

[4B6] Where the Bidder is providing a submission on behalf of a subsidiary company, upon request, the Bidder must obtain a Parent Company Guarantee prior to commencement of any subsequently awarded contract.

III.1.3) Technical and professional ability

List and brief description of selection criteria

[4C1.1/4C1.2] Bidders must provide three examples of services carried out during the past three years that demonstrate experience to deliver the services described in part II.2.4 of the Contract Notice and the ITT, and in particular:

- a similarly complex estate; &
- with a similar volume of fire and security systems, and value of contract.

Examples should demonstrate experience of reactive, non-reactive maintenance and working on closed protocol systems.

Bidders' examples should include the following details:

- Detailed description and location of the service (including detail of whether the service was reactive or non-reactive)
- Value of the contract/service
- Contract period
- Complexity of estate managed
- Details of multi/complex stakeholder engagement
- Contact details of a reference (this may be used for information purposes only)

This is a pass/fail question, if relevant previous experience and correct level of service is not demonstrated this will result in your tender being rejected.

[4C6] Bidders must demonstrate that they have the relevant qualifications, continued professional development and competence within their team, to deliver contracts similar in size and complexity to this contract. Your response should include information the number of Engineers and Account Managers are developed and supported in their role.

This is a pass/fail question, if demonstrable and clear evidence your tender will be rejected.

[4D1] Quality Management. The Bidder must have the following:

A documented process for ensuring that quality management is effective in reducing/preventing incidents of sub-standard delivery. This must include the quality of output and general performance. The bidder must be able to provide copies of their organisation's documentation procedures that meet current agreed good practice. These must include the arrangements for quality management throughout the bidder's organisation. They must set out how the bidder's organisation will carry out its policy, with a clear indication of how the arrangements are communicated to the workforce.

Health and Safety. The Bidder must have the following:

A regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or equivalent. The policy must be relevant to the nature and scale relevant to the nature and scale of your operations and set out responsibilities for H&S management at all levels within the organisation. The policy must be relevant operations and set out your company's responsibilities of H&S management and compliance with legislation.

NOTE: Organisations with fewer than five employees are not required by law to have a documented policy statement.

[4D2] Environmental Management Systems. The Bidder must have the following:

Documented arrangements for ensuring that the bidder's environmental management procedures are effective in reducing / preventing significant impacts on the environment. This should evidence that the bidder's organisation's environmental policy implementation plan provides information as to how the organisation aims to discharge relevant legal responsibilities and provides clear indication of how these arrangements are communicated to the workforce in relation to environmental matters including: sustainable materials procurement; waste management; energy management. This should include the arrangements for responding to, monitoring and recording environmental incidents and emergencies and complaints.

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: Yes

IV.2) Administrative information

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

Originally published as:

Date

7 November 2022

Local time

12:00pm

Changed to:

Date

14 November 2022

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

7 November 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: It is expected that contract will be retendered in 2027

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public

Contracts (Scotland) Regulations 2015.

Objective criteria for ensuring the selection of suitably qualified candidates:

This procedure will be conducted via the Public Contracts Scotland-Tender (PCS-T) Portal. All queries must be made via the PCS-T messaging system. For further instructions, please refer to the SPD Guidance document attached to this project in PCS-T.

We will apply a single stage process:

Pre-Qualification via the SPD. The SPD asks bidders general questions; when completing, bidders must have regard for the statements in this Notice that detail specific requirements. Bidders must:

a) Pass the Minimum Standards in ESPD Sections 4A, 4B, and 4D in the PCS-T Qualification envelope. Statements for these questions can be found in Sections III.1.1, III.1.2, and III.1.3 of this Notice.

TUPE may apply.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22211. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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:

Voluntary Community Benefits as described within the procurement documents.

(SC Ref:708959)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom