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Tender

Corporate Signage, Structures, and Furniture

Forestry and Land Scotland

F02: Contract notice

Notice identifier: 2024/S 000-028843

Procurement identifier (OCID): ocds-h6vhtk-04995c

Published 9 September 2024, 4:44pm

Section I: Contracting authority

I.1) Name and addresses

Forestry and Land Scotland

Great Glen House, Leachkin Road

Inverness

IV3 8NW

Contact

Procurement

Email

Procurement@forestryandland.gov.scot

Telephone

+44 3000676000

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<https://forestryandland.gov.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30371

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

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Corporate Signage, Structures, and Furniture

Reference number

FLS-152-F

II.1.2) Main CPV code

- 77300000 - Horticultural services

II.1.3) Type of contract

Services

II.1.4) Short description

Forestry and Land Scotland's (FLS) signs are one of the most important and visible parts of the FLS brand, they have a powerful impact on how FLS is perceived by all visitors and stakeholders.

FLS are seeking bids from competent and capable suppliers, to establish a framework agreement for the production of FLS's outdoor corporate signage, structures, and furniture.

The framework agreement will be used to procure any new or replacement timber signs, furniture, and structures required on FLS managed land; on an "as and when needed" basis.

II.1.5) Estimated total value

Value excluding VAT: £915,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 37410000 - Outdoor sports equipment
- 31523200 - Permanent message signs
- 34928470 - Signage
- 34928471 - Sign materials
- 34928472 - Sign posts
- 34992000 - Signs and illuminated signs
- 44423400 - Signs and related items
- 79934000 - Furniture design services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Forestry and Land Scotland's (FLS) signs are one of the most important and visible parts of the FLS brand, they have a powerful impact on how FLS is perceived by all visitors and stakeholders.

FLS are seeking bids from competent and capable suppliers, to establish a framework agreement for the production of FLS's outdoor corporate signage, structures, and furniture.

The framework agreement will be used to procure any new or replacement timber signs, furniture, and structures required on FLS managed land; on an "as and when needed" basis.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £915,000

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

Start date

6 January 2025

End date

5 January 2029

This contract is subject to renewal

No

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.2.14) 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.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

INSURANCE: It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Minimum level(s) of standards possibly required

- Employer's (Compulsory) Liability Insurance = 5 million GBP
- Public Liability Insurance = 2 million GBP
- product Liability Insurance = 2 million GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

FULL DETAILS CAN BE FOUND WITHIN ANNEX B (SELECTION AND AWARD CRITERIA) OF THE INVITATION TO TENDER DOCUMENT PACK.

Bidders will be required to provide details of work completed within the last 3 years that demonstrate they have the relevant experience and expertise to deliver the products as described.

Bidders will be required to confirm that they have, or have access to, the tools, plant, and technical equipment listed.

Bidders will be required to confirm that they have the required quality control certificates confirming that products meet the required standards (FSC certified wood etc).

Bidders must have the following (or equivalent): 1) either ISO9001 OR documented quality management policies and processes. 2) either ISO18001 OR documented health and safety policies and processes. 3) either ISO14001 OR documented environmental management policies and processes.

Bidders must provide samples conforming to the sample specification provided within the Technical Envelope.

Minimum level(s) of standards possibly required

Provide a minimum of 2 examples per 'category' (Signage / Structures / Furniture), demonstrating the production of products similar to those specified within the Invitation to Tender document pack. Examples should include: A specification (wood used, tooling info, finish details, size, durability/warranty), Photographs, Delivery requirements, Lead time.

Bidders will be required to confirm that they have, or have access to, the following tools, plant, and technical equipment. The following tools and equipment have been identified as "core" or "baseline" required to deliver the specification. It is not intended to be an exhaustive list: CNC Router(s), Planer, Thicknesser, Edge sander, Wide belt sander, Spindle moulder, Mitre saw, Sliding table saw, Hollow chisel mortiser, Bandsaw, Pillar drill, and Delivery vehicle(s) with mechanical off-loading capability (can be via 3rd party).

Details of the samples required can be found within ANNEX B (SELECTION AND AWARD CRITERIA) of the Invitation To tender document pack. Samples must be delivered to the address stated, prior to the closing date and time detailed. Any samples not received as per the instructions will be evaluated as a "Fail" and the tender will be excluded from any further participation in the competition.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see the Invitation to Tender document pack, available for download from PCS-Tender, for full details of performance requirements.

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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

Date

9 October 2024

Local time

12:00pm

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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

9 October 2024

Local time

12:00pm

Place

Forestry and Land Scotland - Procurement

Information about authorised persons and opening procedure

Procurement Specialist

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Q1/Q2 2028 for new agreement to commence Q1 2029

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

FLS encourage the advertisement of any subcontracting opportunities through PCS, however this is not a mandatory requirement of this framework agreement.

SCORING METHODOLOGY: Full details of the scoring methodology used to evaluate bids can be found in Annex B (Selection and Award Criteria), within the Invitation to Tender Document pack. Any bidder that receives a total technical score below 50% out of 100% will be excluded from the tender.

FLS reserves the right to modify the framework agreement under regulation 72 of the Public Contract Regulations (Scotland) 2015. Full details can be found Schedule 1 (Specification) within the Invitation to Tender Document pack.

ASSISTANCE: Further help and advice can be found

- The Scottish Government Supplier Journey: www.supplierjourney.scot

- The Buyer Help and Guidance on PCS-T here: <https://www.publictendersscotland.publiccontractscotland.gov.uk/web/buyerhelp.html>

- The Supplier Development Programme is available to assist suppliers with public procurement including training events: <https://www.sdpscotland.co.uk/>

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27031.

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:

Community benefits are being sought on a voluntary basis. Bidders may propose community benefits within their technical response. Suitable community benefits proposed may result in an increased quality score - Please see Annex B (Selection and Award Criteria) for more information. Any proposed and approved community benefits, will become a condition of the final contract and shall be monitored as part of the framework management and review processes.

(SC Ref:776154)

VI.4) Procedures for review

VI.4.1) Review body

The Inverness Justice Centre

Longman Road

Inverness

IV1 1AH

Email

inverness@scotcourts.gov.uk

Telephone

+44 1463230782

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014 , may bring proceedings in the Sheriff Court or the Court of Session.

Court of Session

Parliament House

Parliament Square

Edinburgh

EH1 1RQ

0131 225 2595

supreme.courts@scotcourts.gov.uk