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Tender

## **CFM0307 - Supply and Repair or rollerboards, noticeboards and drywipeboards**

Fife Council

F02: Contract notice

Notice identifier: 2024/S 000-029474

Procurement identifier (OCID): ocids-h6vhtk-049af4

Published 13 September 2024, 4:22pm

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

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

Fife Council

Fife House, North Street

Glenrothes

KY7 5LT

#### **Contact**

Wendy Wylie

#### **Email**

[wendy.wylie@fife.gov.uk](mailto:wendy.wylie@fife.gov.uk)

#### **Telephone**

+44 3451550000

#### **Country**

United Kingdom

**NUTS code**

UKM72 - Clackmannanshire and Fife

**Internet address(es)**

Main address

<http://www.fife.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00187](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00187)

**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.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.publiccontractsscotland.gov.uk/>

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

Regional or local Agency/Office

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

CFM0307 - Supply and Repair or rollerboards, noticeboards and drywipeboards

Reference number

CFM0307

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

- 39100000 - Furniture

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

Supplies

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

Fife Council requires to appoint Contractors capable of meeting the needs of the Council in relation to the Supply and repair of rollerboards, noticeboards and drywipeboards

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

Value excluding VAT: £170,000

#### **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**

CFM0307 - Repair of rollerboards, noticeboards and drywipeboards

Lot No

2

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

- 39160000 - School furniture
- 39130000 - Office furniture
- 50850000 - Repair and maintenance services of furniture

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

NUTS codes

- UKM72 - Clackmannanshire and Fife

Main site or place of performance

Locations throughout Fife

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

Fife Council requires to appoint a Contractor capable of meeting the needs in relation to the repair of Rollerboards, noticeboards and drywipeboards.

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

### **II.2.6) Estimated value**

Value excluding VAT: £18,000

### **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 agreement may be extended for a maximum total period of 12 months

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

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

Fife Council may require additional purchases under this contract which have not been specifically detailed in the "specification" however any additional purchases will be in full accordance with the requirements of Regulation 72 of the Public Contract (Scotland) Regulations 2015

### **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**

Supply of Rollerboards, Drywipeboards and Noticeboards

Lot No

1

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

- 39100000 - Furniture
- 39160000 - School furniture

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

NUTS codes

- UKM72 - Clackmannanshire and Fife

Main site or place of performance

Throughout Fife

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

Fife Council requires to appoint Contractors capable of meeting the needs of the Council in relation to the Supply of installation of rollerboards, noticeboards and drywipeboards. On occasion installation may also be requested.

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

Quality criterion - Name: Qualitative criteria / Weighting: 40

Price - Weighting: 60

#### **II.2.6) Estimated value**

Value excluding VAT: £25,000

#### **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

Option to extend for a maximum total period of a further 12 months

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

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

Fife Council may require additional purchases under this contract which have not been specifically detailed in the "specification" however any additional purchases will be in full accordance with the requirements of Regulation 72 of the Public Contract (Scotland) Regulations 2015

### **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

Stated within SPD module.

#### **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

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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: 2

In the case of framework agreements, provide justification for any duration exceeding 4 years:

1 per Lot

**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

21 October 2024

Local time

10:00am

**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: 12 (from the date stated for receipt of tender)

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

Date

21 October 2024

Local time

10:00am



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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: Yes, Either 2027 or 2028 dependant on whether extension period is utilised.

### **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**

PVG

Tenderers must ensure that their employees servicing the contract have PVG Scheme Membership for working with Children and that the Tenderer is registered with Disclosure Scotland as an Interested Party for such employees.

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=777997](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=777997).

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.

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 question scored at 5% as part of the qualitative tender exercise.

(SC Ref:777997)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=777997](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=777997)

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

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

Kirkcaldy Sheriff Court

Whytescauseway

Kirkcaldy

KY1 1XQ

Email

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

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

conomic operators should approach the contracting authority in the first instance. However, the only formal remedy is to apply to the courts:

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