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Tender

MTC for Window & Doors Replacement 2023 – 2025 (HOPM22002)

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2022/S 000-029564

Procurement identifier (OCID): ocids-h6vhtk-03774e

Published 20 October 2022, 11:44am

Section I: Contracting authority

I.1) Name and addresses

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

Email

contractstrategy@northlan.gov.uk

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained 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

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

MTC for Window & Doors Replacement 2023 – 2025 (HOPM22002)

Reference number

NLC-CPT-21-163

II.1.2) Main CPV code

- 45421100 - Installation of doors and windows and related components

II.1.3) Type of contract

Works

II.1.4) Short description

North Lanarkshire Council wish to seek a competent contractor for the provision of a Measured Term Contract for Replacement of Windows and Doors 2023-2025 to domestic properties within North Lanarkshire.

The works comprise the removal (including disposal) of existing windows and doors and the supply and installation of replacement UPVC and timber doors and windows to various types of domestic properties.

All works will be carried out within the boundaries of North Lanarkshire and mainly within occupied properties.

This procurement exercise is being carried out as two lots, each having different values of works available.

Full details of the requirements / specification for both lots of the contract can be found within the ITT located in the PCS-Tender System.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 1

II.2) Description

II.2.1) Title

Works Up to Max 10M GBP (7.5M GBP for Any One Order)

Lot No

1

II.2.2) Additional CPV code(s)

- 45421100 - Installation of doors and windows and related components
- 45421130 - Installation of doors and windows
- 45421131 - Installation of doors
- 45421132 - Installation of windows

II.2.3) Place of performance

NUTS codes

- UKM84 - North Lanarkshire

II.2.4) Description of the procurement

The works comprise the removal (including disposal) of existing windows and doors and the supply and installation of replacement UPVC and timber doors and windows to various types of domestic properties.

The successful contractor will be awarded work orders up to a maximum of 10m GBP throughout the term of contract, with a maximum value of any one order being 7.5m GBP

II.2.5) Award criteria

Quality criterion - Name: End User Satisfaction / Weighting: 10

Quality criterion - Name: Project Delivery - Programme / Weighting: 6

Quality criterion - Name: Project Delivery – Project Team / Weighting: 5

Quality criterion - Name: Health & Safety and Environmental / Weighting: 8

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefits Supporting Methodologies / Weighting: 2

Quality criterion - Name: Community Benefits Offering Menu / Weighting: 4

Price - Weighting: 60

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

Duration in months

21

This contract is subject to renewal

Yes

Description of renewals

The MTC will be awarded for a total of 21 months (9 months plus four 3-month extension periods). Following expiry of the MTC, the Council may elect to re-tender requirements.

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

Tenderers should be aware that where they are bidding for both Lots 1 and 2 of the MTC, and should they be identified as submitting the most economically advantageous tender for Lot 1, their Tender for Lot 2 will be excluded on the basis of the Council's intention to appoint a single / separate contractor to each Lot.

II.2) Description

II.2.1) Title

Works Up to Max 5M GBP (3.75M GBP for Any One Order)

Lot No

2

II.2.2) Additional CPV code(s)

- 45421100 - Installation of doors and windows and related components
- 45421130 - Installation of doors and windows
- 45421132 - Installation of windows
- 45421131 - Installation of doors

II.2.3) Place of performance

NUTS codes

- UKM84 - North Lanarkshire

II.2.4) Description of the procurement

The works comprise the removal (including disposal) of existing windows and doors and the supply and installation of replacement UPVC and timber doors and windows to various types of domestic properties.

The successful contractor will be awarded work orders up to a maximum of 5m GBP throughout the term of contract, with a maximum value of any one order being 3.75m GBP.

II.2.5) Award criteria

Quality criterion - Name: End User Satisfaction / Weighting: 10

Quality criterion - Name: Project Delivery - Programme / Weighting: 6

Quality criterion - Name: Project Delivery – Project Team / Weighting: 5

Quality criterion - Name: Health & Safety and Environmental / Weighting: 8

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefits Supporting Methodologies / Weighting: 2

Quality criterion - Name: Community Benefits Offering Menu / Weighting: 4

Price - Weighting: 60

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

Duration in months

21

This contract is subject to renewal

Yes

Description of renewals

The MTC will be awarded for a total of 21 months (9 months plus four 3-month extension periods). Following expiry of the MTC, the Council may elect to re-tender requirements.

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

Tenderers should be aware that where they are bidding for both Lots 1 and 2 of the MTC, and should they be identified as submitting the most economically advantageous tender for Lot 1, their Tender for Lot 2 will be excluded on the basis of the Council's intention to appoint a single / separate contractor to each Lot.

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 (Scotland) 4A.1 - Bidders must be registered or enrolled in the relevant trade register kept in the Member State of its establishment (as described in Schedule 5 of the Public Contracts (Scotland) regulations 2015.

SPD (Scotland) 4A.1 - Within the Qualification Envelope, Bidder's should provide a response confirming that they are on a relevant trade register i.e. Companies House and provide their Company Registration Number.

Bidders identified for appointment to the MTC may be required to provide evidence that demonstrates they are

III.1.2) Economic and financial standing

List and brief description of selection criteria

SPD (Scotland) 4B.4 - Bidders will be required to state the value(s) for the following financial ratio: Acid Test ratio of 1.00 and above.

The acceptable range for Acid Test financial ratio is the bidders most recent financial year where fully audited accounts are available.

The Acid Test financial ratio will be calculated as follows:

$$\frac{\text{Liquid Assets (Cash and Cash Equivalents + Marketable Securities + Accounts Receivable)}}{\text{Current Liabilities}}$$

SPD (Scotland) 4B.5 - 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:

- Professional Indemnity – minimum 5m GBP (FIVE MILLION POUNDS STERLING) in the aggregate

- Employer's (Compulsory) Liability Insurance - minimum 10m GBP (TEN MILLION POUNDS STERLING) for each and every claim
- Public Liability – minimum 10m GBP (TEN MILLION POUNDS STERLING) for each and every claim
- Product Liability – minimum 10m GBP (TEN MILLION POUNDS STERLING) in the aggregate

Minimum level(s) of standards possibly required

SPD (Scotland) 4B.4 - The Acid Test (or Quick Ratio) compares a company's most short-term assets to its most short-term liabilities to see if a company has enough cash to pay its immediate liabilities, such as short-term debt. The Acid Test ratio disregards current assets that are difficult to liquidate quickly such as inventory.

Within the Qualification Envelope, the bidder should state their Acid Test ratio score (using the calculation above) for their most recent financial year where fully audited accounts are available.

Bidders who fail to provide a response to this question or fail to achieve an Acid Test ratio score of 1.00 or above within their Tender may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4B.5 - Within the Qualification Envelope, bidder's should confirm whether or not they:

- have the required minimum levels of insurance,
- do not have the required minimum levels of insurance but commit to obtaining required levels of insurance if successful in being appointed to the contract,
- do not have required minimum levels of insurance and do not commit to obtaining required levels of insurance,

or

- are exempt from requiring the minimum levels of insurance required by the Council.

Bidders that do not have required minimum levels of insurance and do not commit to obtaining required levels of insurance may be assessed as a FAIL and be excluded from the Procurement.

Bidders who fail to provide a response to this question within their Tender may be assessed as a FAIL and be excluded from the Procurement.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD (Scotland) 4C.1 - Bidders will be required to provide examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

SPD (Scotland) 4C.4 - Should bidders intend to use a supply chain to deliver part or all of the requirements detailed within the Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through their supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

Where the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which demonstrates how they will improve their payment performance

SPD (Scotland) 4C.6 - Bidders will be required to confirm that they and/or the service provider have the following relevant educational and professional qualifications - UKAS (or equivalent) accredited certificate of compliance in accordance with PAS 24:2016.

SPD (Scotland) 4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

SPD (Scotland) 4D.1 - Full details of the selection criteria in regards to Quality Assurance and Health and Safety is located within the Qualification Envelope of the PCS-Tender

System.

Minimum level(s) of standards possibly required

SPD (Scotland) 4C.1 - Bidders should provide a minimum of two (2) examples of contractual arrangements they have held over the past five (5) years which best demonstrates their relevant experience to deliver requirements within the contract which were similar in regard to scope, scale, and duration.

Within the Qualification Envelope, the bidder should provide a minimum of two (2) examples fully inclusive of the name of the contractual arrangement, a brief Description of the requirements, the duration of the contractual arrangement (including start and end dates (month /year) and the overall value.

Bidders who fail to provide suitable examples of the same scope, scale, and duration of the contract may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4C.4 - Bidders who fail to confirm they have the systems in place to pay subcontractors through their supply chain promptly and effectively will be assessed as FAIL and being excluded from the Procurement.

Where Bidders confirm that they do have systems in place to pay subcontractors through their supply chain promptly and effectively will be assessed as a PASS with the Council reserving the right to request copies of their standard payment terms, processing figures etc. to corroborate their confirmation

SPD (Scotland) 4C.6 - Within the Qualification Envelope, the bidder should confirm they hold UKAS (or equivalent) accredited certificate of compliance in accordance with PAS 24:2016. The Council reserves the right to obtain a copy of tender certification to justify they hold the required accreditation / certification.

Bidders unable to demonstrate they hold the appropriate UKAS (or equivalent) accredited certificate of compliance in accordance with PAS 24:2016 will be assessed as a fail and be excluded from the procurement process.

SPD (Scotland) 4C.10 - Bidders should confirm whether they intend to subcontract any part of the contract and if so, what proportion will be sub-contracted. Bidders who fail to demonstrate the percentage of works to be sub-contracted may be assessed as a FAIL

and be

excluded from the Procurement.

SPD (Scotland) 4D.1 - Full details of the selection criteria in regards to Quality Assurance and Health and Safety is located within the Qualification Envelope of the PCS-Tender System. Bidders who are unable to demonstrate they have sufficient Quality Assurance and Health and Safety procedures in place may be assessed as a FAIL and be excluded from the Procurement.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Further information on MTC monitoring conditions is located within the ITT document within the PCS-T System.

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

Date

21 November 2022

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

IV.2.7) Conditions for opening of tenders

Date

21 November 2022

Local time

12:00pm

Place

Tenders received will be opened in accordance with condition 18.5 of the Councils General Contract Standing Orders. Date and time of the Opening of Tenders (as stated above) is subject to change at the Councils sole discretion.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The MTC will be awarded for a total of 21 months (9 months plus four 3-month extension periods). Following expiry of the MTC, the Council may elect to re-tender requirements.

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

Tenderers are encouraged to review and familiarise themselves with the ITT document

located within the Supplier Attachment Area of the PCS Tender System prior to submitting a Tender.

Bidders must complete the SPD (Scotland) within the Qualification Envelope of the PCST System as part of their submitted Tender.

Further to Section III of this contract notice, the following minimum criteria will also apply:

Part II – Information Concerning the Bidder

A: Information About the Bidder;

B: Information About Representatives of the Bidder;

C: Information About Reliance on the Capacities of Other Entities; and

D: Information Concerning Sub-contractors on Whose Capacity the Bidder Does Not Rely.

Minimum level(s) of standards required:

The information required in Part II of the SPD (Scotland) is for information only and therefore will not be assessed however the Councils may choose not to select a Bidder that cannot provide basic company information.

Bidders should ensure that they submit appropriate SPD (Scotland) completed by other members of the group, if they are bidding as part of a group, others on whose capacity they rely, and known subcontractors on whose capacity they do not rely on, to satisfy any aspect of the SPD (Scotland).

Part III – Exclusion Grounds

Minimum level(s) of standards required:

Bidders will be assessed as a FAIL and will be excluded from the Procurement if they detail that they are in any of the situations referred to in regulation 7 to 13 assessed in accordance with regulation 58 of the Public Contracts (Scotland) Regulations 2015

Part VI – Concluding statements

Minimum level(s) of standards required:

Bidders unable to complete this part of the SPD (Scotland) may be excluded from the

Procurement.

All Tenderers must complete the required Qualification and Technical Envelope applicable to all Lots, and the Technical and Commercial Envelopes for the Lots they are bidding for within the PCS-T System

as instructed.

Late Tenders will not be considered under any circumstances.

The Council will not provide additional notification to any Bidder of the rejection of a late Tender.

For the avoidance of any doubt, automated messages confirming receipt of a Tender should not be taken to imply acceptance of it by the Council.

The complete Tender (complete with SPD (Scotland)) should be submitted in accordance with the instructions given with the Form of Tender signed by an authorised representative i.e. company director or secretary (as registered within Companies House) or by a person authorised by the Bidder to do so.

The Council reserves the right to exclude any unclear, erroneous, qualified and / or incomplete Tenders received.

TENDERERS PLEASE NOTE: Police Scotland identified a number of business areas which have a high risk of infiltration by Serious and Organised Crime groups; this MTC belongs to one such area and as such the Council reserves the right to include enhanced probity checks prior to any contract award, including sharing tenderer information with Police Scotland. The tender pack includes a schedule for the Declaration of non-involvement in serious organised crime; this is a mandatory tender submission requirement for all tenderers.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22552. 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 should refer to Annex 2 of the ITT Document located within the PCS-T System for further information on the Councils Community Benefit expectations within the MTC.

(SC Ref:709514)

VI.4) Procedures for review

VI.4.1) Review body

Scottish Courts

Edinburgh

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 Courts or the Court of Session.