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Tender

## **Service and Maintenance of Automatic Doors and Roller Shutters**

Glasgow Life (Culture & Sport Glasgow)

F02: Contract notice

Notice identifier: 2021/S 000-029818

Procurement identifier (OCID): ocds-h6vhtk-02fbf0

Published 1 December 2021, 3:05pm

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

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

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

#### **Contact**

Billy Robertson

#### **Email**

[Billy.Robertson@glasgowlife.org.uk](mailto:Billy.Robertson@glasgowlife.org.uk)

#### **Telephone**

+44 7741082218

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgowlife.org.uk](http://www.glasgowlife.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10287](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287)

**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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Service and Maintenance of Automatic Doors and Roller Shutters

Reference number

CSG005231

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

- 50000000 - Repair and maintenance services

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

Services

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

Glasgow Life have a requirement for a planned maintenance programme and servicing of automatic doors and fire shutters as well as call out / reactive repairs.

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

This contract is divided into lots: No

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

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

- 50000000 - Repair and maintenance services
- 45000000 - Construction work

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

NUTS codes

- UKM82 - Glasgow City

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

The successful Supplier will be responsible for annual or 6 monthly servicing (automatic

doors and fire shutters), maintenance and reaction to fault repairs in a timeous manner with little or no amount of disruption to our services and in line with the statement of requirements and key performance indicators.

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **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 Contract will come into force on a mutually agreed date and will remain in place for a period of 2 years with periodic reviews of resources, service delivery and quality. The contract has a potential option of extension for a further two years at 12-month intervals at The Company's discretion.

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

List and brief description of selection criteria

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process: -

There is a minimum financial requirement that affects trading performance, balance sheet strength and current liquidity. Financial requirements for trading performance and balance sheet strength should be calculated on information contained in the latest set of accounts filed with Companies House

##### **Trading Performance**

An overall positive outcome on pre-tax profits over a 3-year period. Exceptional items can be excluded from the calculation. The above would be expressed in the ratio Pre-Tax Profit/Turnover

##### **Balance Sheet strength**

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process. Intangibles can be included for purposes of the Total Assets figure. The above would be expressed in the ratio Total Assets/Total Liabilities.

Applicants should have no outstanding issues with Companies House, regarding regulatory filing requirements

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

Due to the potential negative financial consequences of the pandemic on company finances, The Company also requires assurance regarding current liquidity of the bidding company. The bidder must provide a Letter of Comfort from its own bank to satisfy the above financial requirement.

If the pandemic has had an adverse effect on the latest set of accounts filed with Companies House, The Company Life will take that into account in determining financial suitability for the contract. The above, however, should not impinge on the financial viability of the company, as defined by the ratios set out in the above financial requirements.

The Company reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulation 61 (8) of the Public Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing.

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

Selection criteria as stated in the procurement documents

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

### **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.1.8) 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

7 January 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**

Tender must be valid until: 6 May 2022

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

Date

7 January 2022

Local time

12:00pm

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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

### VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19913. 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:

The Company seek to encourage Community Benefits.

The Company is committed to maximising Community Benefits from procurement activity. This will be achieved through the inclusion of specific clauses within procurement contracts known as Community Benefits clauses. Community Benefit clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social or environmental conditions into the delivery of contracts.

Examples of the categories and types of benefits are:

- Sponsorship of local organisation
- Mentoring – Suppliers offering support and guidance to local organisations and individuals
- Provide career night / event within local school, provide career information on the industry to interested individuals



- Sponsorship of a local sports team or community event
- Donation of materials and / or labour to support a local community project
- Offer weekly or monthly work experience placement to a nominated school pupil or Council apprentice
- Hold a workshop or event in a school, college or community group

Please provide a detailed statement which must include:

- a) details of the Community Benefits you will provide as part of this contract;
- b) what resource (staff responsible) will you use to ensure successful delivery
- c) detailed commitment to the approach, including how you will monitor to track successful delivery of each of the Community Benefits you wish to deliver; and
- d) how you will update the Company on progress

(SC Ref:674925)

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

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

Glasgow Sheriff Court and Justice of Peace Court

1 Carlton Place

Glasgow

G5 9TW

Country

United Kingdom