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Tender

Maintenance, Storage, Erection & Dismantling of Festive Lighting Reference number: SLC/CE/23/009

South Lanarkshire Council

F02: Contract notice

Notice identifier: 2023/S 000-030012

Procurement identifier (OCID): ocids-h6vhtk-03e3ca

Published 11 October 2023, 3:49pm

Section I: Contracting authority

I.1) Name and addresses

South Lanarkshire Council

Council Headquarters, Almada Street

Hamilton

ML3 0AA

Contact

Leona McPhail

Email

leona.mcphail@southlanarkshire.gov.uk

Country

United Kingdom

NUTS code

UKM95 - South Lanarkshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

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

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

Maintenance, Storage, Erection & Dismantling of Festive Lighting Reference number:
SLC/CE/23/009

Reference number

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II.1.2) Main CPV code

- 50232100 - Street-lighting maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council has an ongoing requirement for the provision of Festive Lighting, encompassing the maintenance, storage, erection and dismantling of Council owned Festive Lighting and associated kit for use throughout the towns and villages within the boundary of South Lanarkshire.

A suitable and accessible route to market has been identified: by using a single supplier contract in accordance with the Open procedure by advertising in the Find a Tender website.

The contract period for this contract is for a period of 4 Years from 7 January 2024 – 6 January 2028 with the option to extend up to a further 12 months.

II.1.5) Estimated total value

Value excluding VAT: £1,077,700

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 45316110 - Installation of road lighting equipment
- 50232100 - Street-lighting maintenance services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

II.2.4) Description of the procurement

The contract will be awarded via Open Procedure on the basis of the most economically advantageous tender received.

The commercial weighting for this tender will be set at 70% and the technical weighting will be set at 30%.

The contract will be procured via Open route and will be in accordance with the NEC3 Term Service Short Contract.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £1,077,700

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

Optional extension for up to a further 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 Question 2.C.1 Reliance on the capacities of other entities

Bidders are required to complete a full SPD for each of the entities whose capacity they rely upon

SPD Question 2.D.1 Subcontractors on whose capacity the bidder does not rely

Bidders are required to complete a shortened version of the SPD for each Subcontractor on whose capacity the bidder does not rely on

Exclusion Criteria

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.

SPD Questions 3A – 3C have been identified as mandatory exclusion grounds and SPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a PASS/FAIL basis. For the mandatory exclusion grounds a bid will be excluded where the bidder fails to provide either a positive response or to provide details to the satisfaction of the Council of the self cleansing measures undertaken. For the discretionary exclusion grounds a bid may be excluded where the bidder fails to provide either a positive response or if the Council is not satisfied as to the

self cleansing measures undertaken.

SPD Question 4A.1 Trade Registers

It is a requirement of this tender that if the bidder is UK based they must hold a valid registration with Companies House. Where the bidder is UK based but not registered at Companies House they must be able to verify to the Councils satisfaction that they are trading from the address provided in the tender and under the company name given.

If the bidder is based out-with the UK they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

III.1.2) Economic and financial standing

Minimum level(s) of standards possibly required

SPD Question 4B.4 Economic and Financial Standing

The Council will use the following ratios to evaluate a bidders financial status:

Profitability – this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio;

Liquidity – this is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to one then it is a pass for this ratio

Gearing – this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100% it is considered a pass for this ratio.

Bidders must provide the name and value of each of the 3 ratios within their response to SPD question 4B.4.

The Council requires bidders to pass 2 out of the 3 financial ratios above.

Where 2 out of the 3 ratios cannot be met, the Council may take the undernoted into consideration when assessing financial viability and the risk to the Council, providing that the Bidder can supply evidence to substantiate any of the mitigating criteria when requested to do so. The following list is not exhaustive and other criteria may be considered where proposed by a bidder as mitigating factors:

Would the bidder have passed the checks if prior year accounts had been used?

Were any of the poor appraisal outcomes "marginal"?

Does the bidder operate in a market which, traditionally, requires lower liquidity or higher debt finance?

Does the bidder have sufficient reserves to sustain losses for a number of years?

Does the bidder have a healthy cashflow?

Is the bidder profitable enough to finance the interest on its debt?

Is most of the bidder's debt owed to group companies?

Is the bidder's debt due to be repaid over a number of years, and affordable?

Have the bidder's results been adversely affected by "one off costs" and / or "one off accounting treatments"?

Do the bidder's auditors (where applicable) consider it to be a "going concern"?

Will the bidder provide a Parent Company Guarantee?

Is the bidder the single supplier/source of the Goods/Works/Services in the marketplace?

The Council will request submission of and assess the bidders financial accounts, and may use financial verification systems to validate the information provided.

SPD Question 4B.5 Insurance

The bidder must confirm that they have or will commit to obtain prior to the commencement of the contract, the following levels of Insurance Cover:

Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10000000 GBP in respect of each claim, without limit to the number of claims.

Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5000000 GBP in respect of each claim, without limit to the number of claims.

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

SPD Question 4C.1.2 Technical and Professional Ability

With reference to the nature and details of the supplies/services that are the subject matter of this tender, relevant examples are to be provided of the supplies/services undertaken by the bidder in the last 3 years.

It is a requirement that the bidder can demonstrate in their response below that they have held contracts of a similar nature, size and value to those mentioned in the service information, within the last 5 years. A minimum of 3 examples and a maximum of 5 should be provided. The Council reserves the right to verify any information supplied with the relevant company/authority.

SPD Question 4C.6 Technical and Professional Ability (Qualifications)

The bidder as a company will hold the following educational or professional qualifications

It is a requirement of the tender that the Bidder recommended for award completes and submits, when requested by the Council, the following; - Goods Vehicle Operators Licence declaration - Relevant Trade Association Membership (SELECT or equivalent) - HERS Accreditation The Goods Vehicle Operators Licence declaration is included in the attachment area for information only at this stage and does not require to be submitted within the Qualification or Technical envelopes.

SPD Question 4C.6.1 Technical and Professional Ability (Qualifications)

The bidder's managerial staff will hold the following educational or professional qualifications

It is a mandatory requirement of this tender that the bidder's staff recommended for award are; - CPC and MEWP trained. - SJIB/JIB (or equivalent) registered, with both IET Wiring Regulations – 18th Edition (BS7671:2018) and ERG39 certification. - All operators shall be iPAF qualified At least one approved electrician must be available for each of the two operational areas.

SPD Question 4C.9 Technical and Professional Ability (Equipment)

Please provide details of the relevant tools, plant or technical equipment available to you in relation to this procurement exercise. As a minimum the bidder will have access to :

It is a mandatory requirement of the tender and subsequent contract that the successful bidder must have the necessary plant/equipment available at the commencement of the contract

SPD Question 4C.10 Technical and Professional Ability (Sub-Contracting)

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

SPD Question 4D.1 Quality Assurance Schemes

It is a requirement of this tender that the bidder recommended for award holds the following Quality Assurance scheme membership:

Health and Safety

A Health & Safety Questionnaire must be completed and submitted when requested to do so by the Council, prior to any award being made. The Health and Safety Questionnaire is included in the attachment area for information only at this stage and doesn't require to be submitted within the Qualification Envelope. Bidders should confirm that they agree to complete the Health & Safety Questionnaire and any other associated supporting documents when requested to do so by the Council

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-020936](#)

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

Date

10 November 2023

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

10 November 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

SPD Questions 3A.1 to 3A.8 Serious and Organised Crime – Information Sharing Protocol

It is a requirement of this tender that the bidder recommended for award completes and submits, when requested to by the Council, the Serious and Organised Crime – Information Sharing Protocol form for evaluation prior to any award being made.

Declarations and Certificates

In an open tendering procedure prior to any award being made the successful bidder will provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Envelope.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

SPD Question 2D.1 Prompt Payment Certificate

Declaration Section *NEC Form of Tender

SPD Question 3D.11 Non-Collusion Certificate

SPD Question 4C.6 Goods Vehicle Operator's Licence Declaration

SPD Question 4B.5.1 Insurance Certificates

SPD Questions 3A.1 to 3A.8 Serious and Organised Crime Declaration

SPD Question 3A.6 Modern Slavery Act 2015 Declaration

Declaration Section Health and Safety Questionnaire

*The 'Form of Offer to Tender' must be completed and uploaded within the relevant question in the Commercial Envelope.

In the case of an open tender, the other Declarations listed above will not be required to be uploaded and submitted with the bid, but will instead be requested by the Council following the conclusion of the evaluation of the Qualification, Technical and Commercial Envelopes and prior to the award of the tender.

Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the SPD will invalidate the bid. In this scenario the Council will seek to obtain the relevant information and evidence from the second highest scoring bidder and so on until a fully compliant bidder is identified.

Under this contract bidders will be required to actively participate in the achievement of Community Benefits. A summary of the expected Community Benefits has been provided within the attachment area/technical envelope and bidders will be asked to provide details of the Community Benefits they can offer as part of their bid. The Council has calculated that the minimum total of 100 community benefit points which must be delivered under this contract. Further details are provided in the tender documents.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24945. 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:

As detailed within the tender documents.

(SC Ref:747278)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Email

hamiltoncivl@scotcourts.gov.uk

Telephone

+44 1698282957

Country

United Kingdom

Internet address

www.scotcourts.gov.uk

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Please note, the alternative review body to the local Sheriff Court detailed in VI.4.1 is:

Court of Session

Parliament House

Parliament Square

Edinburgh

EH1 1RQ

+44 1312252595

supreme.courts@scotcourts.gov.uk