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Tender

## **Supply and Delivery of Biomass Wood Fuel Pellets**

Inverclyde Council

F02: Contract notice

Notice identifier: 2022/S 000-030391

Procurement identifier (OCID): ocds-h6vhtk-037ce5

Published 27 October 2022, 3:52pm

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

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

Inverclyde Council

Procurement, Municipal Buildings, Clyde Square

Greenock

PA15 1LX

#### **Email**

[procurement@inverclyde.gov.uk](mailto:procurement@inverclyde.gov.uk)

#### **Telephone**

+44 1475712634

#### **Country**

United Kingdom

#### **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00168](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00168)

**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/>

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

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## **Section II: Object**

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

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

Supply and Delivery of Biomass Wood Fuel Pellets

Reference number

CP0485/REG

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

- 03413000 - Fuel wood

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

Supplies

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

Supply & Delivery of Wood Pellet for the Biomass Heating System at The Port Glasgow Community Campus

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

This contract is divided into lots: No

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

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

- 03413000 - Fuel wood
- 09100000 - Fuels

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Port Glasgow, Inverclyde

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

Inverclyde Council's school entitled 'The Port Glasgow Community Campus' has a biomass heating system which acts as the primary heating system for the school. In order to maintain its obligations under the RHI, the wood pellets supplied must adhere to certain criteria. The obligation with respect to air quality is that the wood pellets must not have a moisture content greater than the maximum moisture content specified on the RHI Emissions Certificate, i.e. 12%. The obligation with respect to sustainability is that the biomass fuel used is registered on the Biomass Suppliers List (BSL). The BSL lets suppliers register themselves as sellers of fuels that meet the greenhouse gas limit and land criteria.

This tender is for the Supply & Delivery of Wood Pellets for the Biomass Heating System at The Port Glasgow Community Campus.

Bidders must be registered under the Business Energy and Industrial Strategy (BEIS) Renewable Heat Incentive (RHI) Biomass Suppliers List or equivalent in order for the biomass heating system to comply with the sustainability requirements under the RHI. The bidder in turn must provide their BSL approved registration number and BSL fuel authorisation number and date or equivalent.

Bidders will be required to include relevant documentation concerning wood pellets, notably certification relating to the BEIS RHI BSL, or equivalent accreditation of the wood pellets, e.g. ENPlus, certification confirming wood pellets have moisture content below 12% and confirmation that blown delivery can be accommodated.

The moisture content of the wood pellets must be less than 12% and a fuel emissions certificate must be provided.

There is no guarantee given to the amount of work or value to be generated by any contract award resulting from this Tender. Tenderers should note that volumes detailed in the Commercial Envelope are indicative and there is no guarantee of any level or continuity of business and that the total contract value/volumes are estimated only.

Typical annual volume is circa 385 tonnes however this is subject to the biomass boiler being in full working order.

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

Quality criterion - Name: Method Statement - Contingency Measures / Weighting: 5

Quality criterion - Name: Method Statement - Blown Delivery Process / Weighting: 5

Quality criterion - Name: Social Value Outcomes Menu / Weighting: 3

Quality criterion - Name: Social Value Supporting Methodology / Weighting: 2

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

Price - Weighting: 80

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended at the Councils sole discretion by a further 12 month period up to a maximum contract duration of 24 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

#### **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.

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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

Bidders must be registered under the Business Energy and Industrial Strategy (BEIS) Renewable Heat Incentive (RHI) Biomass Suppliers List or equivalent.

Bidders must provide evidence of BSL approved registration number and BSL Fuel authorisation number and date or equivalent.

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

List and brief description of selection criteria

4B.1.2 Inverclyde Council will check the financial status of applicants by means of a Dun and Bradstreet assessment. In order to be considered, applicants must achieve one of the following:

(a) Where the tenderers Dun & Bradstreet risk indicator is 3, the annual contract value should also be less than 50% of the tenderers average turnover over the preceding 2 years (with audited accounts dated within 24 months of the date of the financial check).

OR

(b) Where the tenderers Dun & Bradstreet risk indicator is 2 or better, the annual contract value should also be less than 75% of the tenderers average turnover over the preceding 2 years (with audited accounts dated within 21 months of the date of the financial check).

**PLEASE NOTE THE IMPORTANT GUIDANCE TO BIDDERS BELOW:**

**APPLICANTS ARE STRONGLY ADVISED TO SATISFY THEMSELVES THAT THEY MEET THESE CRITERIA AS FAILURE OF THE FINANCIAL CHECK WILL MEAN THAT THEIR APPLICATION WILL NOT BE CONSIDERED FURTHER. APPLICANTS SHOULD ALSO SATISFY THEMSELVES THAT THEIR DUN AND BRADSTREET RATINGS ARE CORRECT AND IT IS THE APPLICANT'S RESPONSIBILITY TO RAISE ANY QUERIES WITH DUN AND BRADSTREET IF THEY FEEL A CORRECTION IS REQUIRED. THE COUNCIL WILL RELY ON THE RISK RATING IT OBTAINS AT THE TIME IT PERFORMS THE D&B FINANCIAL CHECK.**

You must provide your average yearly turnover for the last 2 years.

Turnover must be provided from your audited accounts. Turnover from unaudited accounts or part year turnover will not be accepted.

If you are unable to provide the turnover information required due to being exempt from submission of full audited accounts, please provide an explanation on why you are exempt in response to this question.

If you have responded that you are exempt from submitting full audited accounts, please confirm that you will be prepared to submit alternative information and documentation on your financial position should this be required at any point. This information could be required at selection or in the event that the bidder is identified as the preferred bidder.

4B.5.1a/4B.5.1b/4B.5.2 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:

Employer's (Compulsory) Liability Insurance = 5M GBP

Public Liability Insurance = 5M GBP to include Products Liability Insurance limited of indemnity required 5M GBP

Motor Vehicle Insurance = 5M GBP for property damage and unlimited for bodily injury

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

List and brief description of selection criteria

4C.1.2 Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

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

#### **4D.1 HEALTH & SAFETY**

The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum OR hold the information contained in the buyer attachment

area in PCS-T (file name "Contract Notice Additional Information")

4D.2 The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate OR hold the information contained in the buyer attachment area in PCS-T (file name "Contract Notice Additional Information")

Minimum level(s) of standards possibly required

4C.1.2 Bidders will be required to provide two (2) examples of similar contracts within the last three (3) years that demonstrate that they have the relevant experience to deliver this contract. Bidders must evidence experience of blown deliveries.



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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

28 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**

Tender must be valid until: 27 March 2023

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

Date

28 November 2022

Local time

12:00pm

Place

Tenders will be opened remotely using the PCS-T Opening Committee feature

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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: If there is still an ongoing requirement for this contract then this may be brought back out to tender in the future.

### **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**

Bidders will be required to return with their submission a completed Data Protection Certificate, FOI Certificate, No Collusion

Certification, S1 Equalities Questionnaire, S2 Equalities Declaration, Prompt Payment Certificate and Tender Declaration Certificate.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22641. 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:

Bidders will be asked to detail the Social Value Outcomes they will deliver if they are successful in this contract opportunity. It will be a requirement of the contract that the Social Value Outcomes offered are delivered.

(SC Ref:710607)

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

**VI.4.1) Review body**

Greenock Sheriff Court and Justice of the Peace Court

Sheriff Court House,1 Nelson Street,

Greenock

PA15 1TR

Country

United Kingdom