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Tender

## **Invitation to Tender for the Provision of Aquatic Sample Processing and Taxonomic Determination**

Orkney Islands Council (Harbour Authority)

F05: Contract notice – utilities

Notice identifier: 2025/S 000-030561

Procurement identifier (OCID): ocids-h6vhtk-05445e

Published 6 June 2025, 12:36pm

### **Section I: Contracting entity**

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

Orkney Islands Council (Harbour Authority)

Council Offices, School Place

Kirkwall

KW15 1NY

#### **Contact**

Denise Link

#### **Email**

[Denise.link@orkney.gov.uk](mailto:Denise.link@orkney.gov.uk)

#### **Telephone**

+44 1856873535

#### **Country**

United Kingdom

**NUTS code**

UKM65 - Orkney Islands

**Internet address(es)**

Main address

<http://www.orkneyharbours.com>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11522](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11522)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**I.6) Main activity**

Port-related activities

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## **Section II: Object**

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

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

Invitation to Tender for the Provision of Aquatic Sample Processing and Taxonomic Determination

Reference number

OIC/PROC/2178

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

- 71610000 - Composition and purity testing and analysis services

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

Services

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

Orkney Islands Council, Marine Services are seeking to appoint a suitably qualified and experienced contractor for the provision of sample processing and taxonomic determination for a 3-year period (with the option to extend for a further 2 x 12 months). The Contract will commence on 4 August 2025.

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

Value excluding VAT: £300,000

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

This contract is divided into lots: No

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

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

- 71600000 - Technical testing, analysis and consultancy services
- 71630000 - Technical inspection and testing services
- 71632000 - Technical testing services

- 71900000 - Laboratory services
- 73111000 - Research laboratory services

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

NUTS codes

- UKM65 - Orkney Islands

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

Orkney Island Council, Marine Services conducts marine non-native species monitoring as part of its Ballast Water Management Policy (adopted December 2013). During this monitoring programme samples are collected from several locations within Scapa Flow, Orkney. In addition, samples are also collected from visiting yacht mooring (buoys and mooring chains).

One overall tender is required for the following, split as detailed below:

Project 1 - Non-native species monitoring programme (Option A and Option B).

Project 2 - Visiting Yacht Mooring surveys.

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

Quality criterion - Name: Project Understanding and Requirements / Weighting: 25

Quality criterion - Name: Project Methodology and Specific Expertise / Weighting: 45

Quality criterion - Name: Fair Work First / Weighting: 0

Price - Weighting: 30

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

Value excluding VAT: £300,000

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

Start date

4 August 2025

End date

3 August 2028

This contract is subject to renewal

Yes

Description of renewals

2 x 12 months extensions, subject to satisfactory contractor performance.

**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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

The relevant selection criteria will be included in the SPD Scotland module.

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

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

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

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module.

### **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.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 104-252611](#)

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

Date

8 July 2025

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

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

Date

8 July 2025

Local time

12:00pm

Place

PCS Postbox opening via Teams

Information about authorised persons and opening procedure

Three Officers with delegated authority.

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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: May / June 2030

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract. The expenditure, work or effort undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Sessions.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

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=800989](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=800989).

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.

(SC Ref:800989)



Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=800989](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=800989)

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

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

Sheriffs Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 01856872110

Country

United Kingdom