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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

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

I.3) Communication

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

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

I.6) Main activity

Port-related activities

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

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

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.

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.

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.

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

VI.4) Procedures for review

VI.4.1) Review body

Sheriffs Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 01856872110

Country

United Kingdom