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Tender

## **Supply and Lodging of Energy Performance Certificates**

Hafod Housing Association

F02: Contract notice

Notice identifier: 2023/S 000-030725

Procurement identifier (OCID): ocids-h6vhtk-040cef

Published 18 October 2023, 11:42am

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

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

Hafod Housing Association

St Hilary Court, Copthorne Way, Culverhouse Cross

CARDIFF

CF5 6ES

#### **Email**

[procurement@hafod.org.uk](mailto:procurement@hafod.org.uk)

#### **Telephone**

+44 2920675823

#### **Fax**

+44 2920672499

#### **Country**

United Kingdom

**NUTS code**

UKL22 - Cardiff and Vale of Glamorgan

**Internet address(es)**

Main address

<https://www.hafod.org.uk>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA1147](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA1147)

**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://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

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

Other type

Registered Social Landlord

**I.5) Main activity**

Other activity

Registered Social Landlord

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## **Section II: Object**

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

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

Supply and Lodging of Energy Performance Certificates

Reference number

2023H000068.01

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

- 71314300 - Energy-efficiency consultancy services

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

Services

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

Hafod Housing Association Ltd (Hafod) is looking for an experienced and qualified Contractor to provide the Provision of Supply & Lodging of Energy Performance Certificates (EPC)

The appointed Contractor will be required to conduct approximately 500 Energy Performance Certificates per year, commencing on the first working day of March each year with completion by the last working day in October each year within its occupied properties.

As well as the above planned EPC's the appointed Contractor would be required to conduct Energy Performance Certificates throughout the year on void properties as they arise with a turnaround time of 72 hours (three working days), allowing the properties to be re-let as soon as possible. This accounts for approximately 100 a year.

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

This contract is divided into lots: No

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

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

- 71314000 - Energy and related services

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

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan
- UKL21 - Monmouthshire and Newport
- UKL17 - Bridgend and Neath Port Talbot
- UKL15 - Central Valleys
- UKL16 - Gwent Valleys

Main site or place of performance

9 local authority areas which Hafod work as listed below;

Bridgend,

Cardiff,

Rhondda Cynon Taff,

Caerphilly,

Torfaen,

Merthyr,

Blaenau Gwent,

Vale of Glamorgan,

Newport.

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

Undertake EPC's within both occupied and unoccupied properties and lodging of certificates.

Full specification can be found in Schedule 1 Specification within the tender pack.

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

Quality criterion - Name: Contract Resource / Weighting: 12.50

Quality criterion - Name: Working in occupied Properties / Weighting: 10.00

Quality criterion - Name: Equality and Diversity / Weighting: 5.00

Quality criterion - Name: Sustainability / Weighting: 5.00

Quality criterion - Name: Social Value / Weighting: 7.50

Price - Weighting: 60

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

Start date

1 March 2024

End date

28 February 2027

This contract is subject to renewal

Yes

Description of renewals

Up to 2 x 12 month periods

### **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**

Selection criteria as stated in the procurement documents

#### **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

20 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: 3 (from the date stated for receipt of tender)

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

Date

20 November 2023

Local time

12:30pm

Place

Electronically

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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: On the expiry or termination of the contract.

### **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**

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at

[https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=135593](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=135593)

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

refer to the tender documents

(WA Ref:135593)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom