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Tender

MTC for UPVC Door and Window Repairs and Maintenance 2022-2026

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2021/S 000-030937

Procurement identifier (OCID): ocds-h6vhtk-030050

Published 13 December 2021, 12:35pm

The closing date and time has been changed to:

18 February 2022, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

Email

contractstrategy@northlan.gov.uk

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010

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.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

MTC for UPVC Door and Window Repairs and Maintenance 2022-2026

Reference number

NLC-CPT-21-045 / HO WN 21 037

II.1.2) Main CPV code

- 45421100 - Installation of doors and windows and related components

II.1.3) Type of contract

Works

II.1.4) Short description

The requirement is for the repair and maintenance of UPVC windows and doors (including associated finishes and builders work) and the ad-hoc replacement of UPVC windows and doors, as required, to the Council's Housing stock throughout the geographical area of North Lanarkshire. The contract scope also includes for repairs to aluminium windows, and repairs/ ad-hoc replacement of triple glazing and composite doors.

II.1.5) Estimated total value

Value excluding VAT: £7,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 44221000 - Windows, doors and related items
- 45421130 - Installation of doors and windows

II.2.3) Place of performance

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

North Lanarkshire Council area

II.2.4) Description of the procurement

There is an ongoing requirement for a qualified and competent contractor to carry out the following:

maintenance and repair of residential properties windows and doors at various locations throughout North Lanarkshire;

ad-hoc replacement of windows and doors where agreed with / instructed by the Contract Administrator;

maintaining records of repairs/maintenance carried out, replacement components installed and repairs/ defects reported and completed (format and content of records to be confirmed by the Contract Administrator);

Works issued in line with the priority code identified from diagnosis of the repair, and;

Liaising with other contractors where and when required.

II.2.5) Award criteria

Quality criterion - Name: End User Satisfaction / Weighting: 30%

Quality criterion - Name: Programme Adherence / Weighting: 30%

Quality criterion - Name: Health & Safety and Environmental / Weighting: 25%

Quality criterion - Name: Fair Work Practices / Weighting: 5%

Quality criterion - Name: Community Benefits (offered for the minimum contract period of 17 months) / Weighting: 5%

Quality criterion - Name: Community Benefits (offered for the duration of the possible 3 month extension periods) up to 24 months) / Weighting: 2.5%

Quality criterion - Name: Community Benefits Supporting Methodologies / Weighting: 2.5%

Price - Weighting: 60%

II.2.6) Estimated value

Value excluding VAT: £7,500,000

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

Duration in months

17

This contract is subject to renewal

Yes

Description of renewals

Initial Contract will be 17 months, with the option to extend for up to a further 24 months (each extension period or periods being no less than 3 months provided that the max extension in aggregate will be a period of 24 months from the expiry of the initial contract period), subject to satisfactory operation and performance. Any periods of extension will be at the Council's sole discretion.

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

Candidates should read and refer to the ITT. Failure to comply with the instructions contained within the ITT may result in a Candidate's submission being rejected. 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.

DEADLINE FOR QUESTIONS IS 13/1/2022 AT 12:00.

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

SPDS Selection Criteria, Part IV Section A: Suitability

4A.1 and 4A.1.1 - Minimum level of standards required:

4A.1 - Bidders must be registered or enrolled in the relevant professional or trade register kept in it's country of establishment (as described in Schedule 5 of Public Contracts (Scotland) Regulations 2015. Bidders are required to provide information relating to this, i.e. registration number, member number etc.

4A.1.1 - If the relevant documentation is available electronically please indicate.

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e., 4A.1.

Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4A.1, will be assessed as a FAIL and will be excluded from the competition.

III.1.2) Economic and financial standing

List and brief description of selection criteria

SPDS Selection Criteria, Part IV, Section B: Economic and Financial Standing
4B.4,4B.4.1,4B.5.1b,4B.5.2 and 4B.5.3

Minimum level(s) of standards possibly required

4B.4 - Bidders will be required to meet the undernoted Acid Test Ratio minimum requirements. Bidders will be required to state the value(s) for the following financial ratio(s):

Acid Test Ratio

The acceptable range for the Acid Test Ratio is:

Minimum value required: a value of greater than or equal to 1.00 to 2 decimal places.

The Acid Test Ratio will be calculated as follows: (Current Assets minus Inventory) divided by Current Liabilities, calculated to 2 decimal places.

The acceptable range for "Acid Test" financial ratio is the bidders most recent financial year where fully audited accounts are available.

4B.4.1 - If the relevant documentation is available electronically, please indicate.

4B.5.1b - Bidders must confirm they already have or commit to obtain prior to the commencement of the Contract, the following levels of insurance cover:

1) Employer's Liability Insurance: 10M GBP each and every claim

<http://www.hse.gov.uk/pubns/hse40.pdf>

4B.5.2 - Bidders must confirm they already have or commit to obtain prior to the commencement of the contract, the following levels of insurance cover:

1) Public Liability Insurance: 10M GBP each and every claim

2) Product Liability Insurance: 10M GBP in the aggregate

4B.5.3 - If the relevant documentation is available electronically, please indicate.

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e. 4B.4, 4B.5.1b and 4B.5.2.

Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4B.4, 4B.5.1b and 4B.5.2 will be assessed as a FAIL and will be excluded from the competition.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPDS Selection Criteria, Part IV Section C: Technical and Professional Ability:

4C.1,4C.1.1,4C.10 and

SPDS Selection Criteria, Part IV Section D: Quality Assurance Schemes and Environmental Management Standards

4D.1, 4D.1.1, 4D.1.2, 4D.2, 4D.2.1 and 4D.2.2.

Owing to the character limitations in this section of the Contract Notice it is not possible to provide all of the information relating to this section (III.1.3 in the Contract Notice).

Therefore the Objective and Non-Discriminatory Criteria for Questions 4D.1.1 and 4D.2.1 are set out in full in the SPDS and the SPDS Minimum Requirements document, which can be accessed through the buyer attachment area within the portal.

Minimum level(s) of standards possibly required

4C.1 - Bidders will be required to provide examples of works carried out in the past five years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice. Three examples are required At least one example should be from the last 3 years.

Question 4C.1 carries an overall weighting of 100% with 34% attributed to the first example and 33% attributed to examples 2 and 3. Each example provided should be in line with the value, scope, scale, and complexity of the Proposed Contract and should demonstrate that your role in the works was similar to that anticipated in the Proposed Contract. Your response should address however, not be limited to, the following:

Constraints and challenges of carrying out maintenance, repairs and ad-hoc replacement of UPVC windows and doors in various occupied properties over a wide geographical area;

Delivery on time/project over runs and mitigating actions;

KPI's agreed and actualised / delivered;

Project management;

Risk and mitigating actions for the project; and

Community and stakeholder engagement and how public/ occupier interfaces were managed during the project

Bidders will be required to achieve an average minimum score of 50 for this question. An average minimum score of less than 50 will be assessed as a FAIL and will be excluded from the competition.

4C.1.1 - If the relevant documentation concerning satisfactory execution and outcome for the most important works is available electronically, please indicate.

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

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e., 4C.1 or 4C.10.

Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4C.1 or 4C.10 will be assessed as a FAIL and will be

excluded from the competition.

4D.1

Quality Management Procedures

The bidder must hold and provide proof of a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent) or satisfy items a-g as detailed in 4D.1.1.

4D.1.1 – as per SPDS

Health and Safety Procedures

The bidder must hold and provide proof of a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 45001 (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 satisfy items a-l in 4D.1.1 of the SPDS.

4D.1.2 If the relevant documentation is available electronically, please indicate.

4D.2 - The Bidder must hold and provide a UKAS (or equivalent) accredited independent third-party certificate of compliance with BS EN ISO 14001 (or equivalent) or satisfy items a-g as listed in 4D.2.1.

4D.2.1 – as per SPDS

4D.2.2 If the relevant documentation is available electronically, please indicate.

Bidders may be assessed as a FAIL and be excluded from the competition if they fail to provide a response to any of the questions in this section, i.e., 4D.1, 4D.1.1, 4D.2 and 4D.2.1.

Bidders that are unable to meet all of the minimum level(s) of standards required for any of the questions in this section, i.e. 4D.1, 4D.1.1, 4D.2 and 4D.2.1 will be assessed as a FAIL and will be excluded from the competition.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The Invitation to Tender (ITT) will contain the relevant contract performance conditions and requirements.

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

Originally published as:

Date

21 January 2022

Local time

12:00pm

Changed to:

Date

18 February 2022

Local time

12:00pm

See the [change notice](#).

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

21 January 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2nd quarter 2024

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

The information required in Part II of the SPDS is for information only and will therefore not be assessed. The Council may however choose not to select Bidders who cannot provide basic company information.

Bidders must ensure that they submit appropriate SPDS completed by other members of the group (if they are bidding as part of a group), others whose capacity they rely on, and known sub-contractors on whose capacity they do not rely on, to satisfy any aspect of the SPDS.

Bidders unable to complete SPDS Part IV: Concluding Statements may be excluded from the competition.

The complete ITT, with no pages omitted, must be submitted in accordance with

instructions given, and be signed by an authorised representative (i.e. company director, secretary or other person authorised by the Candidate to do so). If the signatory is not the Candidate then the Candidate must provide, at the time of submitting the ITT, written confirmation of the signatory's authority to submit the ITT. Bidders should note that all documents listed in ITT Section 12 "Checklist of Required Documents" must be fully completed and submitted to ensure the submission is considered complete. Failure to do so may result in the submission being deemed non-compliant.

Quality Questions - Minimum Score – If the average final score for any quality question response is below the minimum score requirement set for that question, then the submission response will be deemed non-compliant. For the avoidance of doubt, if any quality question is unanswered this will result in the bid being deemed non-compliant.

Declaration of Non-involvement in Serious Organised Crime - In the case of any criminal history checks, the Council may exclude Bidders where the information provided to the Council by the Police Service of Scotland does not validate fully the information provided by the Bidder. Failure to disclose information that is relevant to this section or serious misrepresentation in relation to the information disclosed will result in exclusion from the Procurement or the termination of any subsequent contract that may be/has been awarded.

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=675642.

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.

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Not required

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:

North Lanarkshire Council's policy on Community Benefits in procurement aims to consider whether Community Benefits can be included where it is making capital investments or services/goods are being purchased.

An indication of the type of benefits which the Council expects is indicated within the ITT documents for this procurement exercise.

Bidders will be required to provide details within their tender submission of the Community Benefits they will deliver if their tender submission is successful. It should be noted that the Community Benefit commitments made at tender stage may form a contractual obligation.

(SC Ref:675642)

VI.4) Procedures for review

VI.4.1) Review body

Scottish Courts

Edinburgh

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session.