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Tender

## **Supply, Delivery and Installation of Scaffolding Framework**

Dundee City Council

F02: Contract notice

Notice identifier: 2022/S 000-031232

Procurement identifier (OCID): ocids-h6vhtk-0342fb

Published 4 November 2022, 1:31pm

The closing date and time has been changed to:

**7 December 2022, 12:00pm**

See the [change notice](#).

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

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

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

#### **Contact**

Leesa Rintoul

#### **Email**

[Leesa.Rintoul@scotland-excel.org.uk](mailto:Leesa.Rintoul@scotland-excel.org.uk)

**Country**

United Kingdom

**NUTS code**

UKM71 - Angus and Dundee City

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00220](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220)

**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, Delivery and Installation of Scaffolding Framework

Reference number

PROC/NS/19/22

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

- 44212310 - Scaffolding

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

Supplies

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

Dundee City Council is seeking to appoint suitably qualified and experienced Contractors to provide the supply, delivery and installation of Scaffolding Services within the Dundee City Council area. Services include:

- Hire of Scaffolding Materials
- Design, Supply, Construction and Dismantling of Scaffolding

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

Value excluding VAT: £1,900,000

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

This contract is divided into lots: No

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

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

- 44212315 - Equipment for scaffolding
- 44212317 - Scaffolding structures

- 45262100 - Scaffolding work
- 45262110 - Scaffolding dismantling work
- 45262120 - Scaffolding erection work

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee City Council area.

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

Dundee City Council is seeking to appoint suitably qualified and experienced Contractors to provide the supply, delivery and installation of Scaffolding Services within the Dundee City Council area.

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

Quality criterion - Name: Hire of Scaffolding Materials / Weighting: 10

Quality criterion - Name: Design , Supply, Construction and Dismantling of Scaffolding / Weighting: 40

Quality criterion - Name: General Requirements / Weighting: 45

Quality criterion - Name: Contract Administration / Weighting: 5

Price - Weighting: 60

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

Value excluding VAT: £1,900,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The initial period of the Framework Contract will run for two years from the commencement date with an option to extend for up to a further 2 x 12 month period subject to satisfactory operation and 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

#### **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.

Scotland Excel is acting on behalf of Dundee City Council in the execution of this tender but will not be party to the contract or the management of the contract throughout its lifetime.

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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

SPD Q4A.1 Professional or Trade Register

Tenderers must be registered or enrolled in the relevant trade register kept in the Member State of its establishment (as described in Schedule 5 of Procurement (Scotland))

Regulations 2015.

Tenderers should confirm they are registered or enrolled on the relevant trade register and provide information relating to this i.e. registration number, member number etc. Failure to do so may result in the Tenderer being excluded from the Procurement Process

Tenderers may be assessed as a FAIL and be excluded from the Procurement Process if they fail to provide a response (Trade Registration Number etc.) to this question.

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

List and brief description of selection criteria

#### **SPD 4B.5 Insurance Requirements**

#### **SPD 4B.6 Other Economic or Financial Requirements**

Minimum level(s) of standards possibly required

#### **SPD 4B.5 Insurance Requirements**

It is the requirement of this contract that tenderers hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

(a) Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10,000,000 GBP in respect of each claim, and

(b) Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5,000,000 GBP in respect of each claim, and

(c) Product Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5,000,000 GBP in respect of each claim, and

(d) Vehicle Insurance (provider motor vehicles). Provider responsible for ensuring that motor insurance of staff or volunteers who use their own vehicles have business use insurance covered. If carrying service users includes, business use and personal accident cover for passengers.

#### **SPD 4B.6 Other Economic or Financial Requirements**

To provide Dundee City Council with the confidence that the Provider can deliver the requirements of the contract, the following financial indicators will be used based on your last 2 years audited or unaudited (if the company has no legal audit requirement) accounts:

Tenderers will be required to provide/state the value(s) for the following financial ratio(s):

- Net profit for both financial years; if there has been a loss in any one year the tenderer must provide an explanation of the specific circumstances leading to the loss.
- Positive shareholders funds/positive partners' capital accounts/positive owners equity (whichever is applicable to the type of business) in both of the financial years.
- Unqualified audit report (if an audit is required).

Tenderers will also be required to provide management accounts (balance sheet and profit and loss) for the trading period to date. Explanation to be provided if the above financial criteria is not met.

The Main Provider is responsible for ensuring the suitability of sub-contractors, including financial standing, for the proposed services.

Where a Tenderer does not meet these requirements further details should be provided to confirm why, and DCC may undertake additional financial checks and a qualitative judgement shall be made as to the financial capacity of the Tenderer.

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

List and brief description of selection criteria

SPD 4C.1.2 – Previous Experience

SPD 4C.2 – Technicians or Technical Bodies

SPD 4C.4 – Supply Chain Management

SPD 4C.5 – Checks by Competent Official Body

Minimum level(s) of standards possibly required

SPD 4C.1.2 – Previous Experience

Bidders are required to provide three (3) relevant examples of Scaffolding Services carried out within the past three (3) years that demonstrate that they have the relevant

experience to deliver services similar in scope, scale and duration to that described in this ITT.

Examples should be provided by completing the “SPD Part 4C examples\_(Insert Tenderer Name)” template.

Examples should include:

- Name of project with brief description and duration, including value, start and end dates (month/ year) it was carried out,
- Name of Client,
- Name of contact within the Client’s organisation and their contact details, who may be contacted for further information, and
- Brief description of whether, or not, the project was completed on time and within budget.

Tenderers are reminded that in order to ensure that newer or start-up companies have a chance to demonstrate any experience relevant to the current requirement, examples may be provided from:

- Within their organisation (Tenderers may rely on the experience of personnel that they intend to use to carry out the current requirement, even if that experience was gained whilst working for a different organisation);
- Other consortium members (where a consortium bid is being proposed); or
- Named subcontractors upon whose capacity and capability the Tenderer is relying in order to meet the selection criteria (where subcontractors are being used and their identity is known at the selection stage).

#### SPD 4C.2 – Technicians or Technical Bodies

Bidders must operate under auditable processes and must have a recorded training scheme in place, although not essential it would be desirable to be full members of the NASC.

Bidders must be able to demonstrate that they have competent personnel to undertake all areas of the Purchasers requirements, such as:

- Scaffolding Supervision



- Trained Operatives
- Scaffold Designers

And have successfully completed the relevant CISRS system product training and hold the relevant Scaffolder card.

#### SPD 4C.4 – Supply Chain Management

Confirmation to pay all subcontractors with a max 30-day payment terms will be evaluated prior to award. If a bidder is unable to confirm acceptance of the award statement, they may not be awarded the contract. Tenderers who fail to confirm acceptance of the award statement in relation to payment of subcontractors may not be awarded the contract.

#### SPD 4C.5 – Checks by Competent Official Body

Design, Supply and Construction of Scaffolding:

Regular statutory inspections of the scaffolding shall take place at least every 7 days or after any event likely to have affected the scaffold's stability and recorded in the scaffold register. The tag type system insert will also be updated to record the inspection.

Note: Any tag system is a supplementary check only, the Purchaser will not accept the tag system as a replacement for the statutory inspection and report as required within the Work at Height Regulations 2005.

NB. The responsibility for the 7 day inspection will be defined within the specific contract requirements.

All initial and weekly scaffold inspections must be undertaken by a competent person who has attended a nationally recognised scaffold inspection training course. (e.g. CISRS Scaffold Inspection Training Scheme (SITS) Basic or Advanced), alternatively a CISRS Scaffolder or Advanced card holder is competent to inspect structures up to the grade of their card i.e. CISRS Scaffolder Basic Structures, and Advanced Scaffolder all structures.

Should the Contractor not have in his employ a qualified inspector, he may instruct the scaffolding contractor to carry out this duty on his behalf. This should be by separate instruction to the main contract.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

#### **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: [2022/S 000-015445](#)

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

Originally published as:

Date

5 December 2022

Local time

12:00pm

Changed to:

Date

7 December 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: 4 (from the date stated for receipt of tender)

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

Date

5 December 2022

Local time

12:00pm

Place

Online via the PCS-T Portal.

Information about authorised persons and opening procedure

Senior Procurement Specialist

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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: The Framework Contract will be for a period of up to four years from its commencement date. The initial period of the Framework Contract will run for two years from the commencement date with an option to extend for up to a further 2 x 12 month period subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of the Council.

### **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 buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22225. 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:

Contractor's for this contract will be required to deliver Community Benefit activity on the value of contracts awarded through this Framework. The number of events required will be determined following award to the Framework, and these will become contractual requirements for a contractor when the specified values have been reached.

Community benefit activity should benefit the economy or people of Dundee and be linked to the contractor's area of expertise and be additional to the scope of the commission, which is being tendered for, and / or which the contractor sees is necessary to complete the submission. Also note that there should be no cost to the Purchaser in the delivery of Community Benefit activity.

(SC Ref:704767)

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

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

Dundee Sheriff Court and Justice of the Peace Court

Sheriff Court, 6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom

