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Tender

## **WLC Asbestos Surveying Removal and Analytical Services Framework**

West Lothian Council

F02: Contract notice

Notice identifier: 2022/S 000-032338

Procurement identifier (OCID): ocds-h6vhtk-03847f

Published 15 November 2022, 11:52am

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

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

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### **Contact**

Catriona Peden

#### **Email**

[catriona.peden@westlothian.gov.uk](mailto:catriona.peden@westlothian.gov.uk)

#### **Telephone**

+44 1506283312

**Fax**

+44 1506281325

**Country**

United Kingdom

**NUTS code**

UKM78 - West Lothian

**Internet address(es)**

Main address

<https://www.westlothian.gov.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00140](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140)

**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**

WLC Asbestos Surveying Removal and Analytical Services Framework

Reference number

CC12435

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

- 45262660 - Asbestos-removal work

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

Works

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

Asbestos Framework with three lots: surveying, analytics and removal

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

Value excluding VAT: £8,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

Maximum number of lots that may be awarded to one tenderer: 2

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

#### **II.2.1) Title**

WLC Asbestos Analytics Framework

Lot No

2

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

- 45262660 - Asbestos-removal work
- 90650000 - Asbestos removal services
- 71600000 - Technical testing, analysis and consultancy services

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

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Council buildings within the West Lothian boundaries

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

Asbestos Analytics Framework

If bidders intend to use a supply chain to deliver the requirements detailed in II.2.4 in the Find a Tender Service, Contract Notice or relevant section of the Site Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) ≥95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

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

Quality criterion - Name: Plan of Work / Weighting: 4

Quality criterion - Name: Reporting / Weighting: 10

Quality criterion - Name: Reporting 2 / Weighting: 3

Quality criterion - Name: Procedures / Weighting: 5

Quality criterion - Name: Emergency Response / Weighting: 4

Quality criterion - Name: CPD/Competence/Experience / Weighting: 5

Quality criterion - Name: Contract Management / Weighting: 5

Quality criterion - Name: Planning / Weighting: 5

Quality criterion - Name: Communication / Weighting: 2

Quality criterion - Name: Communication - Non council contacts / Weighting: 1

Quality criterion - Name: Complaint Resolution / Weighting: 3

Quality criterion - Name: Complaint Resolution 2 / Weighting: 1

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 50

### **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

Options to extend for up to 24 months

### **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**

Re: SPD Q3D.1, 3D.2 and 3D.3 Bidders should answer these questions on Environmental, social and labour law in relation to compliance with the regulations covering Scotland and the UK.

Police Scotland will be consulted with regards to Serious and Organised Crime checks. Any links to this type of activity may cause your tender to be rejected.

## **II.2) Description**

### **II.2.1) Title**

WLC Asbestos Removals Framework

Lot No

3

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

- 45262660 - Asbestos-removal work
- 90650000 - Asbestos removal services

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

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Council Buildings within the West Lothian Council boundaries

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

Asbestos removals contractors for all scales of project from domestic to larger schools and offices

If bidders intend to use a supply chain to deliver the requirements detailed in II.2.4 in the Find a Tender Service, Contract Notice or relevant section of the Site Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b)  $\geq 95\%$  of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

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

Quality criterion - Name: Plan of Work / Weighting: 8

Quality criterion - Name: Emergency Cover / Weighting: 3

Quality criterion - Name: CPD/Competence/Experience / Weighting: 4

Quality criterion - Name: CDM / Weighting: 4

Quality criterion - Name: Planning / Weighting: 7

Quality criterion - Name: Planning 2 / Weighting: 7

Quality criterion - Name: Project Issues Resolution / Weighting: 4

Quality criterion - Name: Communication / Weighting: 3

Quality criterion - Name: Communication 2 / Weighting: 2

Quality criterion - Name: Complaint Resolution / Weighting: 4

Quality criterion - Name: Complaint Resolution 2 / Weighting: 2

Quality criterion - Name: Fair Work First / Weighting: 2

Price - Weighting: 50

### **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

Options to extend for up to a further 24 months

### **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**

Re: SPD Q3D.1, 3D.2 and 3D.3 Bidders should answer these questions on Environmental, social and labour law in relation to compliance with the regulations covering Scotland and the UK.

Police Scotland will be consulted with regards to Serious and Organised Crime checks. Any



links to this type of activity may cause your tender to be rejected.

## **II.2) Description**

### **II.2.1) Title**

WLC Asbestos Surveying Framework

Lot No

1

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

- 45262660 - Asbestos-removal work
- 90650000 - Asbestos removal services

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

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Council Buildings within the West Lothian Council boundaries

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

Asbestos Surveying Framework.

If bidders intend to use a supply chain to deliver the requirements detailed in II.2.4 in the Find a Tender Service, Contract Notice or relevant section of the Site Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) ≥95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.ce.

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

Quality criterion - Name: Fair Work First / Weighting: 2

Quality criterion - Name: Survey Plan / Weighting: 4

Quality criterion - Name: Report / Weighting: 10

Quality criterion - Name: Reporting Timescales / Weighting: 3

Quality criterion - Name: Emergency Cover / Weighting: 5

Quality criterion - Name: CPD/Competence/Exeprience / Weighting: 4

Quality criterion - Name: CDM / Weighting: 5

Quality criterion - Name: Planning / Weighting: 5

Quality criterion - Name: Planning - Domestic / Weighting: 5

Quality criterion - Name: Communication / Weighting: 2

Quality criterion - Name: Communication - Non-Council Contacts / Weighting: 1

Quality criterion - Name: Complaint Resolution / Weighting: 3

Quality criterion - Name: Complaint Resolution / Weighting: 1

Price - Weighting: 50

### **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

Option to extend for up to 24 months.

#### **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**

Re: SPD Q3D.1, 3D.2 and 3D.3 Bidders should answer these questions on Environmental, social and labour law in relation to compliance with the regulations covering Scotland and the UK.

Police Scotland will be consulted with regards to Serious and Organised Crime checks. Any links to this type of activity may cause your tender to be rejected.

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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

WLC expect the following memberships to be in place. This will be checked prior to awards. Should you wish an alternative to be considered please advise through the message board prior to tender closing date.

Lot 1 Surveys

Member of ATAC [Asbestos Testing & Consultancy Association]

Lot 2 Analytical

Member of ATAC [Asbestos Testing & Consultancy Association]

Lot 3 Removal & Disposal

Member of ARCA [Asbestos Removal Contractors Association] or

Member of ACAD [Asbestos Control Abatement Division]

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

List and brief description of selection criteria

Re SPD question 4B.6 West Lothian Council will use Dun and Bradstreet's DBAi financial reporting system to assess the financial stability of tenderers. Tenderers with a Failure Score of 51 or above on the DBAi system will be deemed to have evidenced satisfactory financial stability. Please note that 50 or less will not be considered as having met this criteria. If a tenderer has a Failure Score of less than 51, the tenderer may be required to submit their last three years accounts.

In the event that the tenderer is not required to publish accounts and therefore does not have a Dun & Bradstreet or equivalent rating, tenderers should be able to provide financial accounts when requested. The council will then conduct an analysis of the accounts to ensure that there is no significant financial risk. Please note that if you intend on attaching 2

years accounts, these must include financial data over a 3 year period.

It is recommended that candidates review their own Dun & Bradstreet Score in advance of submitting their tender. If following this review tenderers consider that the Dun & Bradstreet Score does not reflect their current financial status, details of this should be provided, complete with evidence of a good high street credit rating (the equivalent of Dun & Bradstreet score 51) from a recognised credit referencing agency. The council will review any such information as part of the evaluation of Tenderer's financial status.

In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee.

Should after review of the financial evaluation the tenderer fail, then the tender submission may be rejected.

Minimum level(s) of standards possibly required

Professional Risk Indemnity: 5,000,000 GBP (Lots 1 & 2)

Employer's (Compulsory) Liability: 10,000,000 GBP

Public Liability: 5,000,000 GBP

Other Insurance:

Valid Motor Vehicle Insurance

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

List and brief description of selection criteria

Re: SPD Q4D Bidders must hold the certificates or comply with the questions noted in SPD 4D attached to

<http://www.westlothian.gov.uk/article/11428/Changes-to-Public-Procurement-Rules>.

The HSE website will be checked for breaches. Should our H&S team not be satisfied with the outcome your tender will be rejected.

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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

Envisaged maximum number of participants to the framework agreement: 6

#### **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

16 December 2022

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

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

Date

16 December 2022

Local time

12:00pm

Place

PCS-Tender

Information about authorised persons and opening procedure

WLC staff on PCS-Tender

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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: Providing framework runs for full four years this will be republished in 4 years time.

### **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**

Re: SPD Q2B, complete information for all company directors, using home address.

TUPE – The incoming Contractor is responsible for obtaining legal and professional advice about relevant TUPE implications.

CONFIDENTIALITY - All information supplied by the Authority must be treated in confidence

and not disclosed to third parties except

insofar as this is necessary to obtain sureties or quotations for the purpose of submitting the tender. All information supplied by you to the

Authority will similarly be treated in confidence except:

(i) for any information required to be disclosed or otherwise provided by the Authority to any person in order to comply with the Freedom of

Information (Scotland) Act 2002 and any codes of practice applicable from time to time relating to access to public authorities' information.

The Tenderer shall co-operate, facilitate, support and assist the Authority in the provision of this information. In the event the Authority is required to provide information to any person as a result of a request made to it under such Act and/or codes, the Authority shall adhere to the requirements of such Act and/or codes in disclosing information relating to this Agreement, the Project documents and the Contractor.

(ii) that references may be sought from banks, existing or past clients, or other referees submitted by the tenderers;

(iii) for the disclosure of such information with regard to the outcome of the procurement process as may be required to be published in the

Supplement to the Official Journal of the European Union in accordance with EU directives or elsewhere in accordance with the requirements of UK government policy on the disclosure of information relating to government contracts.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22781. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Community Benefits are noted in the KPIs for this framework. Once spend levels hit 125,000 GBP or multiples of such you will be expected to provide and report on one of the suggested



benefits.

(SC Ref:713258)

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

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

Livingston Sheriff Court

West Lothian Civic Centre, Howden South Road,

Livingston

EH54 6FF

Country

United Kingdom