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Tender

## **Two Year Contract for Roof Repair Services and Minor Works**

Southside Housing Association Ltd

F02: Contract notice

Notice identifier: 2024/S 000-032869

Procurement identifier (OCID): ocids-h6vhtk-04ab82

Published 11 October 2024, 4:13pm

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

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

Southside Housing Association Ltd

135 Fifty Pitches Rd, Cardonald

Glasgow

G514EB

#### **Contact**

Bill Lynch

#### **Email**

[blynch@southside-ha.co.uk](mailto:blynch@southside-ha.co.uk)

#### **Telephone**

+44 1414221112

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.southside-ha.org>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA12222](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12222)

**I.3) Communication**

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

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

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

Other type

Registered Social Landlord

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

Two Year Contract for Roof Repair Services and Minor Works

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

- 50700000 - Repair and maintenance services of building installations

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

Services

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

Southside Housing Association is procuring a Contract which shall deliver Responsive Maintenance Roof Repair Services and Minor Works throughout the Cardonald and Pollokshields areas of Glasgow.

The properties applicable to the Contract are described within Tender Document E Part 1 and Part 2, and it is intended that that one Service Provider will be appointed to deliver all requirements for all properties listed in Tender Document E Part 1 and Part 2 that are located in the Cardonald and Pollokshields areas of Glasgow.

The properties are anticipated to include pre-1919 sandstone tenement flats and houses, new build modern housing and flats including multi-storey properties, and post war pre-2000 construction houses and flats. The approximate volume of work and the annual quantity of Responsive Maintenance Roof Repairs and Minor Works is not guaranteed, and may fluctuate depending on the volume of repairs reported by customers of Southside Housing Association during each year of the Contract.

Southside Housing Association may also introduce newly acquired or developed properties during the term of the Contract within Glasgow throughout the term of the Contracts.

One contractor (the Service Provider) will be appointed to deliver the requirements of Southside Housing Association that are described in the tender documents and the Contract will be executed using the NHF Form of Contract 2011 (Rev 7 :2020) and

## Version 7.2 of the M3NHF Schedule of Rates

The duration of the Contract will be for an initial two-year period with optional 1 + 1 + 1 year annual extensions to the Contract Period up to a maximum duration of five years from the Commencement Date.

The complete standard suite of M3NHF Schedule of Rates shall not be applied during the Contract and it is the intention of Southside Housing Association that only the Schedule of Rates stated within 'Tender Document A – Price Framework – Roofing Repairs' shall apply during the Contract. Tenderers shall not be held to the standard rates within Version 7.2 of the M3NHF Schedule of Rates and Tenderers may price each item within Tender Document A with complete commercial freedom as they consider appropriate. The rates entered by Tenderers within Tender Document A will be held for one year from the Commencement Date of the Contract and adjusted for inflation within the rules of Clause 9.4 of the Contract Conditions thereafter.

Southside Housing Association intend to issue Orders for Responsive Repairs Maintenance works to the Service Provider during the term of the Contract. However, no specific values or any volumes of work are guaranteed to the Service Provider during the term of the Contract.

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

Value excluding VAT: £990,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 44112400 - Roof
- 44112500 - Roofing materials
- 44112410 - Roof frames
- 44112420 - Roof supports
- 44112430 - Roof trusses
- 44232000 - Timber roof trusses
- 45261200 - Roof-covering and roof-painting work

- 45261210 - Roof-covering work
- 45261211 - Roof-tiling work
- 45261212 - Roof-slating work
- 45261213 - Metal roof-covering work
- 45261214 - Bituminous roof-covering work
- 45261220 - Roof-painting and other coating work
- 45261221 - Roof-painting work
- 45261400 - Sheeting work
- 45261900 - Roof repair and maintenance work
- 45261910 - Roof repair
- 45261920 - Roof maintenance work

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Cardonald and Pollokshields, Glasgow

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

Single Stage Tendering in accordance with Regulations 28 (Open Procedure) of the Public Contracts (Scotland) Regulations 2015

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Value excluding VAT: £990,000

### **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

May take up option of twelve month extensions up to a maximum of three further years (2027-2030) at an estimated value 198000 GBP (excluding VAT) per annum.

The annual anticipated cost per annum excluding VAT is 198000 GBP

#### **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.

SPD Question 2D.1.2- Bidders must provide a separate SPD response (Sections A and B of this Part and Part III) for each subcontractor.

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

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

List and brief description of selection criteria

Bidders will be required to have a minimum 'general' yearly turnover of 396000 GBP for the last two years or have an average yearly

turnover of a minimum of 396000 GBP for the last two years.

Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set

up or started trading.

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded

contract, the types and levels of insurances indicated below:

Employer's (Compulsory) Liability Insurance - 5,000,000 GBP

Public Liability Insurance - 5,000,000 GBP

Contractors All Risk Insurance - 100,000 GBP

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

List and brief description of selection criteria

Question 4C.1.2 - Bidders will be required to provide two examples that demonstrate that they have the relevant experience to deliver the

services/supplies as described in part II.1.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Question 4C.4 - If bidders intend to use a supply chain to deliver the requirements detailed in the Contract 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.

Questions 4C8.1 and 4C8.2 - Bidders will be required to confirm their average annual manpower for the last three years. Bidders will be

required to confirm their and the number of managerial staff for the last three years.

Question 4C.9 - Bidders will be required to demonstrate that they have (or have access to) the relevant tools, plant or technical equipment

to deliver the types of requirements detailed in II.1.4 in the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

'Tender Document F - Responsive v7.2 Volume 1(e) KPI Framework' attached to this Contract Notice.

Where performance falls below the minimum acceptable level during the Contract, the Service Provider will be required to produce a Remedial Plan for the approval of Southside Housing Association.

Failure to produce a Remedial Plan or implement an approved Remedial Plan will be deemed to be a breach of the Contract, which may lead to the termination of the Service Provider.

### **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

11 November 2024

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**

Tender must be valid until: 10 February 2025

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

Date

11 November 2024

Local time

12:00pm

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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: 2026 at the earliest if the optional 12 month extensions are not applied

### **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**

SPD, Part IV Section C 'Technical and Professional Ability' will be scored on a pass or fail basis using the following scoring methodology;

0 - Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement. A Tenderer which scores '0 –

Unacceptable' against any question will be disqualified.

1 - Poor - Response is partially relevant and poor. The response addresses some elements of the requirement but contains

insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details

on how the requirement will be fulfilled in certain areas.

3 - Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details

on how the requirements will be fulfilled.

4 – Very Good - Response is largely relevant and very good. The response demonstrates a very good understanding of the requirements and

provides adequate details on how the requirements will be fulfilled.

5 - Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a

thorough understanding of the requirement and provides details of how the requirement will be met in full.

A Tenderer will be required to achieve a minimum score of 2 against each Question within Part C, i.e. a score of 2 or greater shall represent

a Pass whereas a score of 1 or lower will represent a Fail.

Southside Housing Association will disregard, and not evaluate the remainder of a Tenderers bid should the Tenderer fail to achieve the minimum score of 2 (a Pass) against any of the Questions included with Part C

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=780448](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=780448).

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](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.

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:

Please refer to Tender Document I 'Community Benefits' provided with the Contract Notice

(SC Ref:780448)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=780448](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=780448)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

Glasgow

Country

United Kingdom