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Tender

Linstone Housing - Three Year Stock Condition Survey

Linstone Housing

F02: Contract notice

Notice identifier: 2022/S 000-033314

Procurement identifier (OCID): ocds-h6vhtk-0387e5

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Section I: Contracting authority

I.1) Name and addresses

Linstone Housing

17 Bridge Street

Linwood

PA3 3DB

Contact

Frank Boyle

Email

fboyle@linstone.co.uk

Telephone

+44 1505382383

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.linstone.co.uk>

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 another address:

A.D.A Construction Consultants

Pavilion 3, St James Business Park, Linwood Road

Paisley

PA3 3BB

Contact

Alan Shanks

Email

alan.shanks@ada-cc.co.uk

Telephone

+141 8160184

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Linstone Housing - Three Year Stock Condition Survey

II.1.2) Main CPV code

- 71000000 - Architectural, construction, engineering and inspection services

II.1.3) Type of contract

Services

II.1.4) Short description

Linstone Housing, by engaging this Stock Condition Survey, are seeking to identify a suitably qualified and experienced Architect (the Consultant) that can build on the quality and accuracy of the Association's existing Stock Condition Survey information, improve the quality of existing asset data, provide comprehensive information of the condition of the Association's properties and identify appropriate packages of work/phasing of future repairs, replacement, improvement and maintenance projects.

The term of the contract will initially be for a three year (thirty-six month) period and subject to the successful completion of the initial three year period the contract may be extended up to a further three years on the basis of an optional two year extension followed by a final one year extension.

Please refer to the tender documentation provided with the Contract Notice for further information

II.1.5) Estimated total value

Value excluding VAT: £240,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71251000 - Architectural and building-surveying services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Linwood, Johnstone and Paisley, Renfrewshire

II.2.4) Description of the procurement

Single stage tendering (all bidders may submit a tender) in accordance with Regulation 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: £240,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

May take up option of twenty four month extension (Years 4 and 5) followed by further twelve month extension (Year 6) at an estimated value of 40000 GBP (excluding VAT) per annum.

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 (Scotland) document v1.2 Question 2D.1.2- Bidders must provide a separate SPD response (Sections A and B of this Part and Part III) for each subcontractor.

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

Please refer to these statements when completing Questions 4A.1 and 4A.1.1 of the SPD (Scotland) document v.12;

If required, bidders are required to be enrolled in the relevant professional or trade registers (or equivalent) within the country in which they are established including;

- Member organisation of the Royal Institute of British Architects or Royal Incorporation of Architects in Scotland or equivalent

- All persons engaged in undertaking the Stock Condition Surveys must be minimum Architecture Postgraduate Diploma Professional Practice (RIBA Part III) qualified or equivalent

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please refer to these statements when completing Section 4B of the SPD (Scotland) document v.12;

Question 4B.1.1 - Bidders will be required to have a minimum 'general' yearly turnover of 300000 GBP for the last three years.

Question 4B.1.2 - Bidders will be required to have an average yearly turnover of a minimum of 300000 GBP for the last three years.

Question 4B.3 - 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.

Questions 4B.5.1 and 4B.5.2 - 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

Professional Risk Indemnity Insurance - 2,000,000 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

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.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

The two examples must clearly demonstrate your organisation's experience of delivering services similar to the requirement for stock condition surveys for Registered Social Landlords or similar organisations.

Your response must include the following;

- Contract Title;
- A detailed description of your role in delivering the Stock Condition Survey;
- Client details;
- Referees who we may approach to verify the information you provide in each of your Case Studies;

- Date of commencement and completion.

4C.8.1 - Bidders will be required to confirm their average annual manpower for the last three years.

4C.8.2 - Bidders will be required to confirm their and the number of managerial staff for the last three years.

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.2.4 in the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract. Minimum level(s) of standards required:

SPD Scotland, Part C Technical and Professional Ability - Bidders responses to Part C of the SPD will be limited to a maximum of fifteen A4 single sided pages, excluding any certification that a Bidder submits in support of their response, which must be completed in English using Arial 11 font

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

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

5 January 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

Tender must be valid until: 5 April 2023

IV.2.7) Conditions for opening of tenders

Date

5 January 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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 (Scotland) document v1.2_0, 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. Linstone Housing 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=714558.

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.

(SC Ref:714558)

VI.4) Procedures for review

VI.4.1) Review body

Paisley Sheriff Court and Justice of the Peace Court

Paisley

Country

United Kingdom