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Tender

Provision of Arboricultural Works

East Renfrewshire Council

F02: Contract notice

Notice identifier: 2023/S 000-034137

Procurement identifier (OCID): ocds-h6vhtk-041af1

Published 17 November 2023, 3:34pm

Section I: Contracting authority

I.1) Name and addresses

East Renfrewshire Council

Eastwood HQ, Eastwood Park,

Giffnock

G46 6UG

Email

sandra.bisset@eastrenfrewshire.gov.uk

Telephone

+44 1415773669

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00183

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>

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.publictendersscotland.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

Provision of Arboricultural Works

Reference number

ERC000318

II.1.2) Main CPV code

- 77211500 - Tree-maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

The tender is being advertised as a framework arrangement for on-site Arboricultural works for East Renfrewshire Council properties together with trees growing within the bounds of the public road or affecting the public road. This framework will be used by East Renfrewshire Council as and when a requirement arises. The contracts awarded from this tender exercise shall be awarded on a ranked

basis with the top 3 most economically advantageous companies. All work will be ordered with the top scoring Contractor. However, should the winning contractor not have the capacity or availability to fulfil the order within a specified period, an order shall be raised with the next ranked contractor.

This procurement will be conducted via the Public Contracts Scotland - Tender portal (PCS-T). We will apply a one stage Open procedure.

Bidders must self-certify their adherence to the conditions of participation via the SPD (Scotland) in PCS-T, and may be required to submit Means of Proof before contract award. Bidders must refer to the specific requirements listed in Section III in this OJEU Contract Notice when completing the SPD in PCS-T.

II.1.5) Estimated total value

Value excluding VAT: £1,600,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77211500 - Tree-maintenance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

The tender is being advertised as a framework arrangement for on-site Arboricultural works for East Renfrewshire Council properties together with trees growing within the bounds of the public road or affecting the public road. This framework will be used by East Renfrewshire Council as and when a requirement arises.

The contracts awarded on this framework shall be awarded on a ranked basis with the top 3 scoring companies. All work will be ordered with the top scoring Contractor. Should the winning contractor not have the capacity or availability to fulfil the order within a specified period, an order shall be raised with the next ranked contractor.

II.2.5) Award criteria

Quality criterion - Name: Emergency Response Times / Weighting: 5

Quality criterion - Name: Access to Equipment / Weighting: 10

Quality criterion - Name: Risk Assessment / Weighting: 10

Quality criterion - Name: Experience/Knowledge / Weighting: 10

Quality criterion - Name: Health & Safety / Weighting: 10

Quality criterion - Name: Training / Weighting: 10

Quality criterion - Name: Arboriculture Qualifications / Weighting: 10

Quality criterion - Name: Project Delivery Competence / Weighting: 5

Quality criterion - Name: Removal of Wood/Trees from site / Weighting: 5

Quality criterion - Name: Management of Ash Dieback / Weighting: 5

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Working Practices / Weighting: 5

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £1,600,000

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

Option to extend after 36 months initial framework period.

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 8 & 9 of the Procurement (Scotland) Regulations 2016..

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

All works must be carried out to BS 3998 2010 Recommendations for Tree Work

All Survey Works must be carried out BS 5837 Tree Survey

Tree maintenance works shall be carried out in accordance with BS 3998:2010 (British Standard Recommendations for Tree Work) BS 4043, BS 4428 and BS 5837.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The Council reserves the right at its own discretion to seek information from the applicant in accordance with Regulation 61(7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to determine the Applicant's economic and financial standing. East Renfrewshire Council requires to ensure that the economic operator has the necessary economic and financial capacity to perform and complete the contract. In the current difficult economic environment, the Council seeks to ensure that the contractor who undertakes the works has suitable financial strength and capacity to complete these goods, works or services.

Where an economic operator wishes to be considered for selection under this contract but cannot meet the turnover and/or Credit Safe score of 30 that economic operator must

provide financial information which will satisfy the Council that they have an equivalent level of economic and financial standing; and must provide related guarantees or formal assurances to support their right to participate and be considered for any contract award (Regulation 61(8)). Please note that any financial information disclosed should evidence the financial strength of the economic operator tendering, therefore additional supporting information will need to be provided where joint or group accounts are provided in support of a bid to explain to the Council the relevance of that information.

Where the economic bidder relies upon or intends to rely upon any Key Subcontractors in performance of the contract, then the Council reserves the right to assess the financial strength and suitability of the Key subcontractor as part of the qualification process; Where the economic operator relies upon a parent company to provide financial assurance in support of their bid, the Council will also reserve the right to seek financial information on the strength and suitability of the parent company; and

Where the economic operator relies upon the capacity of other parties in respect of selection and/or performance of the contract, then dependent on the nature of the arrangement the Council may require full disclosure of financial information in support of the bid. For example, where the bidder identifies as a consortium the Council will require that the consortium, as a group, can meet the financial selection requirements contained in the procurement documents. Where a bidder is part of a Consortium, it shall procure the execution and delivery to the Employer of a Consortium Guarantee (in the form provided by the council) executed by each member of the Consortium (acting as Consortium guarantor) in Self Proving Form.

The Council reserves the right to monitor that the economic operator continues to meet the financial selection requirements upon receipt of the invitation to tender or after evaluation has been completed and prior to any award being made. Economic operators must inform the Council of any changes to any submission made by them in respect of their financial and or economic situation. The Council will further reserve the right to remove any economic operator from the tendering process where they are no longer able to fulfil any of the selection requirements as directed within the procurement documents.

Further detail is contained within the procurement documents.

Bidders who cannot meet the required level of turnover will be excluded from this tender.

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 insurance indicated below:

Professional Risk Indemnity: 2m GDP

Employer's (Compulsory) Liability: 5m GDP

Public Liability: 5m GDP

Other Insurance:

Type: Motor Vehicle Insurance

III.1.3) Technical and professional ability

List and brief description of selection criteria

All works must be carried out to BS 3998 2010 Recommendations for Tree Work

All Survey Works must be carried out BS 5837 Tree Survey

Tree maintenance works shall be carried out in accordance with BS 3998:2010 (British Standard Recommendations for Tree Work) BS 4043, BS 4428 and BS 5837.

Bidders who intend to use a supply chain to deliver the requirements detailed in the Contract Notice, must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. Bidders must provide a response at SPD Q4.C.4 and 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.

Bidders unable to confirm (b) must provide an improvement plan, signed by their Director, which improves payment performance. It should be noted that where a bidder is unable to confirm or provide a satisfactory improvement plan the Council reserves the right to remove you from the process.

Bidders are required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Bidders who intend to subcontract more than 25% to any individual organisation must ensure the SPD (Scotland) - Subcontractors Supplier Response is completed and uploaded at question 2C.1 of the qualification envelope.

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: 3

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

19 December 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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

19 December 2023

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: If option to extend for a further 12 months is taken up, thereafter new procurement exercise will be advertised through Public Contracts Scotland and likely to be published up to 6 months prior to the framework end date.

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

Prompt Payment-The successful tenderer shall, as a condition of being awarded the contract, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these services are paid timeously and that as a minimum invoices rendered by subcontractors shall(unless formally disputed by the tenderer)be paid within 30 days

of receipt. The successful tenderer shall also impose this condition on its subcontractors in respect of payments due to any sub-sub-contractors, if any.

The Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period. Failure to supply the information within timeframe requested may result in your bid being rejected & the Council proceeding with the

procurement exercise to the next appropriate bidder. Additional information pertaining to this contract notice is contained within the Tender documents. Applicants must ensure they read in line with this contract notice.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25286. 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:

summary of the expected community benefits has been provided as follows:

Bidders will be required to confirm their compliance with the following in order for their bid to be considered further. Should you advise

that you are unwilling to confirm compliance your bid will be removed from this exercise without further consultation.

East Renfrewshire Council is committed to maximising community benefits from contracts for works, goods and services in which the

Council has an interest. Community benefits should improve the economic, social or environmental wellbeing of the area. Under this

contract the successful Contractor will be requested to support East Renfrewshire Council's economic, environmental and social

regeneration objectives to achieve benefits for our identified beneficiary hierarchy.

Tier 1. Targeted recruitment and training for priority employability groups.

Tier 2. Work experience placements for the same target groups.

Tier 3. Curriculum support for schools and those on employability pathways.

Tier 4. Community Enhancement for community groups and projects.

Tier 5. Small and Medium Enterprises and Social Enterprise Organisations supply chain support.

Community Benefits will apply where bidders have been received over the year a total value of work exceeding 50,000 GDP. At the end of

each financial year a review of the level of work commissioned will be conducted to determine number of community benefits points that will apply. The supplier will be contacted to agree the community benefit outcomes and delivery method.

At this point tenderers are to confirm that they agree to the delivery of community benefit outcomes and provide the contact details of the individual who will be responsible for the delivery of any agreed outcomes. Bidders should be aware that failure to agree outcomes and delivery method may impact on the work commissioned through the framework for the following years

(SC Ref:749675)

VI.4) Procedures for review

VI.4.1) Review body

Paisley Sheriff Court and Justice of the Peace Court

Paisley

PA3 2HW

Email

paisley@scotcourts.gov.uk

Country

United Kingdom