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Tender

## **Fall Protection Inspections, Equipment Servicing, Maintenance and Training**

UNIVERSITY OF SOUTHAMPTON

F02: Contract notice

Notice identifier: 2024/S 000-035421

Procurement identifier (OCID): ocds-h6vhtk-04b324

Published 1 November 2024, 9:37am

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

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

UNIVERSITY OF SOUTHAMPTON

BUILDING 37, HIGHFIELD CAMPUS, UNIVERSITY ROAD

SOUTHAMPTON

SO171BJ

#### **Contact**

Amy Hands

#### **Email**

[procurement@soton.ac.uk](mailto:procurement@soton.ac.uk)

#### **Telephone**

+44 2380595000

#### **Country**

United Kingdom

**Region code**

UKJ32 - Southampton

**UK Register of Learning Providers (UKPRN number)**

10007158

**Internet address(es)**

Main address

[www.southampton.ac.uk](http://www.southampton.ac.uk)

Buyer's address

<http://in-tendhost.co.uk/universityofsouthampton.aspx/Home>

**I.3) Communication**

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

<http://in-tendhost.co.uk/universityofsouthampton.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://in-tendhost.co.uk/universityofsouthampton.aspx/Home>

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

Other type

Higher Education Institution not subject to PCR 2015 regulations

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Fall Protection Inspections, Equipment Servicing, Maintenance and Training

Reference number

2024UoS-1351

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

- 71631300 - Technical building-inspection services

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

Services

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

The University is seeking suitably experienced and qualified tenderers to fulfil its requirements for inspections, equipment servicing, maintenance and training. The University's fall protection systems are located at the University of Southampton's campuses, Halls of Residence and other nearby satellite sites where Estates and Facilities are responsible for the maintenance of buildings.

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

Value excluding VAT: £250,000

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

This contract is divided into lots: No

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

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

- 50700000 - Repair and maintenance services of building installations
- 50800000 - Miscellaneous repair and maintenance services

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

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

Primarily Southampton, Hampshire

Further campus in Winchester, Hampshire

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

The University is seeking suitably experienced and qualified tenderers to fulfil its requirements for inspections, equipment servicing, maintenance and training. The University's fall protection systems are located at the University of Southampton's campuses, Halls of Residence and other nearby satellite sites where Estates and Facilities are responsible for the maintenance of buildings.

The University is conducting this procurement using a single-stage procedure for the purpose of procuring the services described in the Specification. The University proposes to enter into a Contract for up to 5-years with the successful Supplier.

This will comprise of an initial term of 3-years and 2 x 12 month optional extensions to the service. The Contract will be effective from the Commencement date stated in the Contract.

The estimated value of the proposal is between £200,000.00 and £250,000.00 (excluding VAT). The estimates value of the initial term is between £120,000.00 (excluding VAT) to £150,000.00 (excluding VAT). The estimated value of each 12 month optional extension is between £40,000.00 (excluding VAT) and £50,000.00 (excluding VAT).

All related services, training and maintenance MUST be included within this proposal.

Details of current expenditure or potential future uptake are given as a guide based on past purchasing or current planning to assist you in the preparation of your Tender. They should not be interpreted as an undertaking to purchase any goods or services to any particular value and do not form part of the Contract.

Please note, the University of Southampton no longer meets the criteria of a 'body governed by public law' and is therefore not considered a contracting authority for the purposes of the Public Contracts Regulations 2015 and/or any replacement legislation. This procurement process is not regulated by UK (or EU) public procurement law.

Where the University of Southampton advertises contracts, through any public sector

tender portal, it does so on a voluntary basis by way of transparency and to encourage open competition, but it is not required to comply with the procurement legislation. For the purpose of procuring the goods/services described, the University is acting in accordance with its internal financial regulations and the procedure detailed in the Invitation to Tender document set.

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

Quality criterion - Name: Service Requirements / Weighting: Pass/Fail

Quality criterion - Name: Legal Requirements / Weighting: Pass/Fail

Quality criterion - Name: Proposed Approach / Weighting: 10.00%

Quality criterion - Name: Method Statements and Risk Assessment / Weighting: 10.00%

Quality criterion - Name: Provision of Training / Weighting: 7.50%

Quality criterion - Name: Inspections / Weighting: 7.50%

Quality criterion - Name: Surveying / Weighting: 5.00%

Quality criterion - Name: Account Management and Customer Service / Weighting: 10.00%

Quality criterion - Name: Social Value / Weighting: 5.00%

Quality criterion - Name: Scenario Based Response / Weighting: 5.00%

Price - Weighting: 40%

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

Value excluding VAT: £250,000

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

This procurement is not suitable for splitting into lots as it is for a single service to be provided. The risk of dividing the requirement into Lots would render the execution of the contract excessively technically difficult, not cost effective and would undermine proper execution of the contract.

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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

To support the financial assessment, the University will obtain a Business Risk Report for all Tenderers and every organisation being relied on to meet this Procurement, using an independent company called CreditSafe.

The University reserves the right to exclude a Tenderer or request provision of further assurances such as a parent company guarantee or a bank guarantee where the Tenderer's Business Risk Score is: "Moderate Risk"; "High Risk"; "Very High Risk" or "Not Rated", based on the rating provided by CreditSafe.

Where a Business Risk score from our external system is not available, then an alternative method of assessing financial standing will be used. This method is detailed within the Invitation to Tender document set.

Minimum level(s) of standards possibly required

Tenderer's are advised that a requirement of this procurement is to have in place, or commit to obtain prior to the commencement of the Contract, the following minimum insurance levels:

- Public Liability - £10 million

- Product Liability - £10 million
- Employers' Liability - £10 million
- Professional Indemnity - £5 million

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

List and brief description of selection criteria

Tenderer's attention is drawn to the MANDATORY requirements of the award criteria:

- Grounds for mandatory exclusion
- Grounds for discretionary exclusion
- Mandatory qualitative requirements
- Economic and Financial standing
- Insurance
- Compliance to equality legislation
- Health and Safety - Control of Contractors Safety Form

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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: No

### **IV.2) Administrative information**

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

Date

2 December 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**

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

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

Date

2 December 2024

Local time

12:01pm

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## **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**

E-Tendering Portal: The University is utilising an electronic tendering tool, In-Tend ([https://intendhost.co.uk/](https://intendhost.co.uk/universityofsouthampton) universityofsouthampton) to manage this procurement and to communicate with tenderers (as appropriate).

All documentation in relation to this tender can be downloaded from In-Tend.

Tenderers are advised that there will be no hard copy documents issued and all communications with the University, including the submission Invitation to Tender responses will be conducted via In-Tend.

Regular monitoring of the portal is the responsibility of the tenderer.

If you are not already registered as a supplier with the University of Southampton, you will need to register in In-Tend in order to access the procurement documentation.

Once you have logged in as a supplier: click on 'Tenders'; locate the relevant project; and click 'View Details'. Once you are in the project screen, you will be able to register your organisation against the project and access all documentation by clicking 'Express Interest'.

Tenderers are advised that formal expressions of interest in the project must be by way of completion and return of the relevant documents via In-Tend.

Further instructions for the submission of responses are below:

To submit your return:

1. Log in
2. Click 'Tenders'

3. Locate the relevant project
4. View details
5. Click on the tab relating to the relevant project stage (e.g. 'Invitation to Tender')
6. Click on the 'Attach Documents' button and upload your return.
7. Check ALL your response documents are uploaded and displayed in the 'My Tender Return' panel. The system will only permit your organisation to make one return.
8. Click the red 'Submit Return' button.

Please note, to preserve the integrity of the procurement, all communications with the University must be made via the correspondence function within In-Tend.

Costs and Expenses: Tenderers are solely responsible for their costs and expenses incurred in connection with the preparation and submission of responses and participation in this and all future stages of this procurement. Under no circumstances will the University be liable for any costs or expenses borne by tenderers or any of their supply chain, partners or advisers in this procurement process. The University is not liable for any costs in the event of the cancellation of this procurement process.

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

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

University of Southampton

Highfield Campus

Southampton

SO17 1BJ

Email

[procurement@soton.ac.uk](mailto:procurement@soton.ac.uk)

Country

United Kingdom