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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

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

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

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.

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

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

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/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

Country

United Kingdom