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Tender

Scottish Borders Housing Association Provision of Grounds Maintenance Service 2024-2029

Scottish Borders Housing Association Ltdf

F02: Contract notice

Notice identifier: 2023/S 000-035925

Procurement identifier (OCID): ocds-h6vhtk-04220f

Published 6 December 2023, 12:45pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Borders Housing Association Ltdf

South Bridge House, Whinfield Road

Selkirk

TD7 5DT

Contact

John Gray - External Contracts Manager

Email

igray@sbha.org.uk

Telephone

+44 1750724444

Fax

+44 1750724445

Country

United Kingdom

NUTS code

UKM91 - Scottish Borders

Internet address(es)

Main address

http://www.sbha.org.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA1144 2

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Scottish Borders Housing Association Provision of Grounds Maintenance Service 2024-2029

II.1.2) Main CPV code

• 77314000 - Grounds maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of grounds maintenance services on land owned by SBHA across the Scottish Borders

II.1.5) Estimated total value

Value excluding VAT: £2,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

• 77314000 - Grounds maintenance services

II.2.3) Place of performance

NUTS codes

• UKM91 - Scottish Borders

II.2.4) Description of the procurement

The provision of a grounds maintenance service for a housing association with 5,619 properties covering the Scottish Borders

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £22,000,000

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

At the discretion of SBHA the Contract may be extended on two occasions. Each extension period being of a maximum of twelve (12) months

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

Additional services not forming part of this contract could include garden maintenance and clearance of gardens of empty properties, tree works, redesign and planting of ornamental beds and lifting of all or some grass cuttings.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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

List and brief description of selection criteria:

Please note that the ESPD will be evaluated on the basis of pass / fail.

Please refer to these statements when completing section 4B of the ESPD (Scotland).

Statement for 4B1.1 Bidders will be required to have an average yearly turnover of a minimum of 450 000 GBP in the business area covered by the contract for the last 3 years.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing. Statement for 4B.5.1-3.

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 of insurance indicated below.

Employer's (Compulsory) Liability Insurance = 5 million GBP

Public Liability Insurance = 5 million GBP

Professional Indemnity Insurance = 1 million GBP

Minimum level(s) of standards possibly required

Statement for 4B.4 - it is a requirement of this contract that Tenderers should have a

credit rating of 51 or above. This will be tested by an Experian credit check undertaken by SBHA

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Refer to tender documents

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

15 January 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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

15 January 2024

Local time

12:00pm

Place

SBHA Head Office, Selkirk

Information about authorised persons and opening procedure

A Tender Opening Board of three members of SBHA staff who are not involved in the evaluation of the tenders.

Tenders will be checked for completeness and qualifying tenders passed to the relevant evaluation teams

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

SBHA is committed to providing high-quality public services that are delivered by well managed and motivated staff. As such it has adopted fair work

practices and expects contractors to take a similarly positive approach to fair work practices.

Tenders will be evaluated as follows: ESPD on a pass/fail basis. 40% Price. 60% Quality. The Quality element will be evaluated as follows: Technical & Service Delivery 20%, Method Statements 25%, Health & Safety 15%, Tenant Engagement 15%, Fair Work First 10%, Biodiverstiy and the transition to Net Zero 15%, Community Benefits Pas/Fail.

Individual questions are weighted and this weighting is provided in the TenderDocumentation.

Tender Documents comprise: Contract Notice, ESPD, Instructions to Tenderers, Contract Conditions, Specification and Response Document.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at <a href="https://www.publiccontractsscotland.gov.uk/Search

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.

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:

Refer to Tender documents.

As an anchor institution in the Scottish Borders, SBHA will wish to explore the opportunity of community benefits and community wealth building in the contract time period

(SC Ref:752499)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=752499

VI.4) Procedures for review

VI.4.1) Review body

Selkirk Sheriif Court

Ettrick Terrace
Selkirk
TD5 9SE
Country
United Kingdom
VI.4.3) Review procedure
Precise information on deadline(s) for review procedures
14 days of written notification
VI.4.4) Service from which information about the review procedure may be obtained
Scottish Borders Housing Association
South Bridge House Whinfield Road
SElkirk
TD7 5DT
Telephone
+44 175072444
Country
United Kingdom
Internet address
www.sbha.org.uk