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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**

[jgray@sbha.org.uk](mailto:jgray@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=AA11442](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11442)

**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](http://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](http://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](http://www.publiccontractsscotland.gov.uk)

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

Body governed by public law

## **I.5) Main activity**

Housing and community amenities

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## **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

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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

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

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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: 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

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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**

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%, Biodiversity and the transition to Net Zero 15%, Community Benefits Pass/Fail.

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

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=752499](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=752499).

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](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](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](http://www.sbha.org.uk)