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Tender

## **Supplementary Repair & Maintenance Services to Vehicles**

East Renfrewshire Council

F02: Contract notice

Notice identifier: 2024/S 000-037347

Procurement identifier (OCID): ocds-h6vhtk-04bce1

Published 19 November 2024, 11:56am

### **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](mailto: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](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.publictenderscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictenderscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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.publictenderscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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

Regional or local authority

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

General public services

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## **Section II: Object**

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

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

Supplementary Repair & Maintenance Services to Vehicles

Reference number

ERC000492

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

- 50112110 - Body-repair services for vehicles

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

Services

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

East Renfrewshire Council is currently inviting tenders, from suitably qualified companies for Vehicle Body repairs and also ad-hoc maintenance/repairs and servicing of Council Vehicles.

Initial Contract Period is for 36 months with an option to extend for a further 12 months.

Initial Annual Contract value is 65,000 GBP and total contract value including extension is 260,000 GBP.

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 PSC-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.

This framework will be split into 3 lots.

Lot 1 - Vehicle Body Repairs under 3.5T

Lot 2 - Vehicle Body Repairs HGV's

Lot 3 - Maintenance & Repairs of Vehicles

**II.1.5) Estimated total value**

Value excluding VAT: £260,000

**II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

**II.2) Description**

**II.2.1) Title**

Lot 2 - Vehicle Body Repairs over 3.5T (HGV)

Lot No

2

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

- 50112110 - Body-repair services for vehicles

**II.2.3) Place of performance**

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

East Renfrewshire Council is inviting tenders, from suitably qualified companies for the provision of Vehicle Body Repairs over 3.5T (HGV).

Initial Contract Period is for 36 months with an option to extend for a further 12 months.

Initial Annual Contract value is 19,000 GBP and total contract value including extension is 76,000 GBP.

**II.2.5) Award criteria**

Quality criterion - Name: 1.2 Process for Respraying / Weighting: 20

Quality criterion - Name: 1.3 Purchasing Process / Weighting: 16

Quality criterion - Name: 1.4 Warranty Period / Weighting: 12

Quality criterion - Name: 1.5 Availability / Weighting: 8

Quality criterion - Name: 1.6 Estimates / Weighting: 6.5

Quality criterion - Name: 1.7 Electric Vehicles / Weighting: 6.5

Quality criterion - Name: 1.8 Invoicing Procedure / Weighting: 4.5

Quality criterion - Name: 1.9 Identifying Additional Faults / Weighting: 6.5

Quality criterion - Name: 1.10 Community Benefits / Weighting: 10

Quality criterion - Name: 1.11 Fair Work Practices / Weighting: 5

Quality criterion - Name: 1.12 Sustainability / Weighting: 5

Price - Weighting: 60

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

Value excluding VAT: £76,000

#### **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 for a further 12 months at the discretion of the Council.

#### **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**

Contract award will be offered as a Framework Agreement. There is no guarantee given with regard to the Council's overall uptake of any resulting Framework. A minimum of 3 contractors to be awarded per Lot.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 8 and 9 of the Procurement (Scotland) Regulations 2016.

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

#### **II.2.1) Title**

Lot 3 - Maintenance/Repairs of Vehicles

Lot No

3

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

- 50116000 - Maintenance and repair services related to specific parts of vehicles

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

East Renfrewshire Council is inviting tenders, from suitably qualified companies for the provision of Repairs and Maintenance to Vehicles.

Initial Contract Period is for 36 months with an option to extend for a further 12 months.

Initial Annual Contract value is 21,000 GBP and total contract value including extension is

84,000 GBP.

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

Quality criterion - Name: 1.2 Process for General Vehicle Repairs / Weighting: 20

Quality criterion - Name: 1.3 Purchasing Process / Weighting: 16

Quality criterion - Name: 1.4 Warranty Period / Weighting: 12

Quality criterion - Name: 1.5 Availability / Weighting: 8

Quality criterion - Name: 1.6 Estimates / Weighting: 6.5

Quality criterion - Name: 1.7 Electric Vehicles / Weighting: 6.5

Quality criterion - Name: 1.8 Invoicing Procedure / Weighting: 4.5

Quality criterion - Name: 1.9 Identifying Additional Faults / Weighting: 6.5

Quality criterion - Name: 1.10 Community Benefits / Weighting: 10

Quality criterion - Name: 1.11 Fair Work Practices / Weighting: 5

Quality criterion - Name: 1.12 Sustainability / Weighting: 5

Price - Weighting: 60

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

Value excluding VAT: £84,000

#### **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 for a further 12 months at the discretion of the Council.

## **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**

Contract award will be offered as a Framework Agreement. There is no guarantee given with regard to the Council's overall uptake of any resulting Framework. A minimum of 3 contractors to be awarded per Lot.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 8 and 9 of the Procurement (Scotland) Regulations 2016.

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Vehicle Body Repairs up to 3.5T in gross weight

Lot No

1

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

- 50112110 - Body-repair services for vehicles

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

East Renfrewshire Council is inviting tenders, from suitably qualified companies for the

provision of Vehicle Body Repairs up to 3.5T in gross weight.

Initial Contract Period is for 36 months with an option to extend for a further 12 months.

Initial Annual Contract value is 25,000 GBP and total contract value including extension is 100,000 GBP.

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

Quality criterion - Name: 1.2 Process for Respraying / Weighting: 20

Quality criterion - Name: 1.3 Purchasing Process / Weighting: 16

Quality criterion - Name: 1.4 Warranty Period / Weighting: 12

Quality criterion - Name: 1.5 Availability / Weighting: 8

Quality criterion - Name: 1.6 Estimates / Weighting: 6.5

Quality criterion - Name: 1.7 Electric Vehicles / Weighting: 6.5

Quality criterion - Name: 1.8 Invoicing Procedure / Weighting: 4.5

Quality criterion - Name: 1.9 Identifying Additional Faults / Weighting: 6.5

Quality criterion - Name: 1.10 Community Benefits / Weighting: 10

Quality criterion - Name: 1.11 Fair Work Practices / Weighting: 5

Quality criterion - Name: 1.12 Sustainability / Weighting: 5

Price - Weighting: 60

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

Value excluding VAT: £100,000

#### **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 for a further 12 months at the discretion of the Council.

**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**

Contract award will be offered as a Framework Agreement. There is no guarantee given with regard to the Council's overall uptake of any resulting Framework. A minimum of 3 contractors to be awarded per Lot.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 8 and 9 of the Procurement (Scotland) Regulations 2016.

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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

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 reply upon any Key Subcontractors in performance of the contract, then the Council reserves the right to assess the financial strength and suitability 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:

Employer's (Compulsory) Liability Insurance = 10 million GBP

Public Liability Insurance 5 million GBP

Professional Indemnity Insurance 2 million GBP

Third Party Motor Vehicle Insurance

Minimum level(s) of standards possibly required

To establish the financial standing of a potential Tenderer, the Council will firstly take into account a risk report provided independently by Credit Safe. Tenders are asked to provide their company number so that the council can run this report.

Within such reports, the risk of business failure is expressed as a score of 30 or below (high risk of business failure). In the event that a company is determined to have a risk failure rating of 30 and below i.e. that the company is considered to have a high risk of business failure, the submission will not be considered further.

For the avoidance of doubt, the Council will request a report from Credit Safe following the closing date for the receipt of the Tenders to ensure that the most up to

date information is used. Where you are not register on credit safe e.g. charitable organisations or new start companies/ Sole

Traders with less than 3 years trading history, discretionary powers are available to the Director of Finance to consider abbreviated accounts along with bankers references etc.

Tenderers should be aware that any outstanding County Court Judgements will have a detrimental effect on the rating held by Credit Safe and it is your responsibility to ensure that the information held by Credit Safe is accurate and up to date - failure to do so will result in rejection of your submission.

It should be noted that in addition to the above checks the Council reserves the right at its own discretion to seek such other 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. The final decision on bidder inclusion rests with the Council.

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## 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

20 December 2024

Local time

12:00pm

#### IV.2.4) Languages in which tenders or requests to participate may be submitted

English

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

Date

20 December 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Expected renewal to be issued 3 months prior to framework expiry.

### **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 27720. 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:

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 GBP. 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:783155)

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

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

Paisley Sheriff Court and Justice of the Peace Court

St. James Street

Paisley

PA3 2HW

Email

[paisley@scotcourts.gov.uk](mailto:paisley@scotcourts.gov.uk)

Telephone

+44 1418875291

Country

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