This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/037497-2024">https://www.find-tender.service.gov.uk/Notice/037497-2024</a>

Tender

# Tender for the Inspection, Testing and Maintenance of Cleanliness in Air Handling Ductwork

**Dundee City Council** 

F02: Contract notice

Notice identifier: 2024/S 000-037497

Procurement identifier (OCID): ocds-h6vhtk-04bd37

Published 20 November 2024, 12:03pm

# **Section I: Contracting authority**

# I.1) Name and addresses

**Dundee City Council** 

Dundee House, 50 North Lindsay Street

Dundee

**DD1 1QE** 

#### Contact

Wendy Hall

#### **Email**

wendy.hall@dundeecity.gov.uk

#### **Telephone**

+44 1382434000

#### Country

**United Kingdom** 

#### **NUTS** code

UKM71 - Angus and Dundee City

#### Internet address(es)

Main address

www.dundeecity.gov.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search\_AuthProfile.aspx?ID=AA00220

# I.3) Communication

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

https://www.publiccontractsscotland.gov.uk/

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.publiccontractsscotland.gov.uk/

# I.4) Type of the contracting authority

Regional or local authority

# I.5) Main activity

General public services

# **Section II: Object**

# II.1) Scope of the procurement

II.1.1) Title

Tender for the Inspection, Testing and Maintenance of Cleanliness in Air Handling Ductwork

Reference number

DCC/CD/174/24

#### II.1.2) Main CPV code

50700000 - Repair and maintenance services of building installations

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The works shall comprise the inspection, testing and maintenance of cleanliness in air handling ductwork, written reporting and subsequent servicing and maintenance of the air handling ductwork within various Dundee City Council properties, along with minor and urgent repair works which may have not been foreseen (e.g.: arising from deterioration or damage).

#### II.1.5) Estimated total value

Value excluding VAT: £375,000

#### II.1.6) Information about lots

This contract is divided into lots: No

# II.2) Description

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

- 50710000 Repair and maintenance services of electrical and mechanical building installations
- 50712000 Repair and maintenance services of mechanical building installations

#### II.2.3) Place of performance

**NUTS** codes

• UKM71 - Angus and Dundee City

Main site or place of performance

#### Dundee

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

The works shall comprise the inspection, testing and maintenance of cleanliness in air handling ductwork, written reporting and subsequent servicing and maintenance of the air handling ductwork within various Dundee City Council properties, along with minor and urgent repair works which may have not been foreseen (e.g.: arising from deterioration or damage).

#### II.2.5) Award criteria

Quality criterion - Name: Compliance with Specification of Requirements / Weighting: PASS/FAIL

Quality criterion - Name: CDM Construction, Design and Management Regulations 2015 / Weighting: PASS/FAIL

Quality criterion - Name: Duty of Care, Health and Safety & Risk Management / Weighting: PASS/FAIL

Quality criterion - Name: Site Specific Risk Assessment and Method Statement / Weighting: PASS/FAIL

Quality criterion - Name: Health and Safety / Weighting: PASS/FAIL

Quality criterion - Name: Resourcing / Weighting: PASS/FAIL

Quality criterion - Name: Environment / Weighting: PASS/FAIL

Quality criterion - Name: Resourcing of Requirements – contract resourcing / Weighting: 15%

Quality criterion - Name: Resourcing of Requirements- development / Weighting: 5%

Quality criterion - Name: Continuous Improvement - Customer Care / Weighting: 6%

Quality criterion - Name: Continuous Improvement - Feedback / Weighting: 3%

Quality criterion - Name: Resourcing of Requirements - timescales / Weighting: 8%

Quality criterion - Name: Resourcing of Requirements - disruption / Weighting: 5%

Quality criterion - Name: Resourcing of Requirements – emergency call out / Weighting: 10%

Quality criterion - Name: Resourcing of Requirements- Programme of works / Weighting:

5%

Quality criterion - Name: Community Benefits / Weighting: 1.5%

Quality criterion - Name: Fair Work First / Weighting: 1.5%

Price - Weighting: 40

#### II.2.6) Estimated value

Value excluding VAT: £375,000

#### 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

there are 2, 2 year extension options.

#### 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

# Section III. Legal, economic, financial and technical information

# III.1) Conditions for participation

# III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

All electrical work shall be carried out by a Contractor within an approved body such as National Inspection Council for Electrical Installation Contracting (NICEIC) and/or the Trade Association or equivalent – a copy of Company accreditation should be supplied with the returned Tender.

#### III.1.2) Economic and financial standing

List and brief description of selection criteria

- 1b. Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10,000,000 GBP in respect of each claim, and
- 2. Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5,000,000 GBP in respect of each claim.

The Council will utilise Equifax Score check to assess the Economic and financial standing of organisations bidding for contracts. Tenderers (including all participants in a group) are required to have a Score check Score of 35 or above in order to demonstrate their financial strength and stability.

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

Selection criteria as stated in the procurement documents

#### Section IV. Procedure

#### IV.1) Description

#### IV.1.1) Type of procedure

Open procedure

#### IV.1.6) Information about electronic auction

An electronic	auction	will	be	used
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#### 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.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 21 April 2025

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

Date

20 December 2024

Local time

12:00pm

Place

Dundee

Information about authorised persons and opening procedure

**Procurement Category Officer** 

# **Section VI. Complementary information**

# VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: This will be re-tendered in 7 years if extension options are utilised.

# 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

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 <a href="https://www.publiccontractsscotland.gov.uk/sitehelp/help\_guides.aspx.">https://www.publiccontractsscotland.gov.uk/sitehelp/help\_guides.aspx.</a>

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.

A sub-contract clause has been included in this contract. For more information see: <a href="http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363">http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363</a>

Community benefits are included in this requirement. For more information see: <a href="https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/">https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/</a>

A summary of the expected community benefits has been provided as follows:

It is a contract requirement for contractors to deliver the specified number of Community Benefit Outcomes for the duration of this

contract. This will be calculated at a rate of 1 outcome per 100,000 GBP of spend.

Please confirm your commitment to deliver Community Benefit activity and indicate what types of Community Benefit activity you intend

to deliver

If this is to include Community Wishes, please note that a link to the live system is below.

https://wishes.dundeecity.gov.uk/wishes-requested

Note that as the system is live those specific wishes may not be available at contract award. If this is the case another wish should be

selected.

(SC Ref:783787)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD Download.aspx?id=783787

# VI.4) Procedures for review

#### VI.4.1) Review body

Dundee Sheriff Court & Justice of the Peace Court

6 West Bell Street

Dundee

DD19AD

**Email** 

dundee@scotcourts.gov.uk

Telephone

+44 1382229961

Country

**United Kingdom** 

VI.4.4) Service from which information about the review procedure may be obtained

Scottish Courts Service

Saughton House, Broomhouse Drive

Edinburgh

EH113XP

Email

enquiries@scotscourts.gov.uk

Telephone

+44 1314443300

Country

United Kingdom