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Tender

School Playground Inspections

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2024/S 000-038461

Procurement identifier (OCID): ocds-h6vhtk-04c0cc

Published 28 November 2024, 2:05pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Susan Lowrie

Email

susan.lowrie@edinburgh.gov.uk

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained 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>

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.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

School Playground Inspections

Reference number

CT1393

II.1.2) Main CPV code

- 50870000 - Repair and maintenance services of playground equipment

II.1.3) Type of contract

Services

II.1.4) Short description

Inspection of school playgrounds

II.1.5) Estimated total value

Value excluding VAT: £178,600

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50870000 - Repair and maintenance services of playground equipment

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

Inspection of school playgrounds

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Council reserves the right to extend the contract for up to 24 months.

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

Inspectors must be registered with The Register of Play Inspectors International (RPII)

III.1.2) Economic and financial standing

List and brief description of selection criteria

Insurance requirements

Employer's Liability - 5,000,000 GBP for each and every claim;

Public/Products Liability – a minimum of 10,000,000 GBP for each and every claim and in the aggregate in respect of Products;

Professional Indemnity – a minimum of 2,000,000 GBP for each and every claim or in the aggregate; and

Third party motor vehicle insurance of 5,000,000 GBP for each and every claim in respect of third party property damage and unlimited in respect of injury.

Specific turnover requirements

A minimum "general" turnover of 112,000 GBP for each of the last two financial years

A current ratio of at least 1.10 in each of the last two financial years

Minimum level(s) of standards possibly required

Employer's Liability - 5,000,000 GBP for each and every claim;

Public/Products Liability – a minimum of 10,000,000 GBP for each and every claim and in the aggregate in respect of Products;

Professional Indemnity – a minimum of 2,000,000 GBP for each and every claim or in the aggregate; and

Third party motor vehicle insurance of 5,000,000 GBP for each and every claim in respect

of third party property damage and unlimited in respect of injury.

Specific turnover requirements

A minimum “general” turnover of 112,000 GBP for each of the last two financial years

A current ratio of at least 1.10 in each of the last two financial years

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD Question 4C.4(a) - Payment of the real Living Wage - Tenderers are required to confirm that they will pay any staff that are directly involved in the delivery of the Contract (including any agency or sub-contractor staff), at least the real Living Wage.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Tenderers are required to confirm that they will include the standard clause in all contracts used in the delivery of the Contract, ensuring payment of sub-contractors at all stages of the supply chain within 30 days and include a point of contact for sub-contractors to refer to in the case of payment difficulties.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Tenderers are required to provide evidence that their organisation is taking steps to build their awareness of the climate change emergency and provide details of how they have/will respond (to the climate change emergency).

SPD Question 4C.7(b) – Compliance with LEZ - Tenderers are required to confirm that they (and any sub-contractor) will comply with the minimum emissions standards for Edinburgh’s Low Emission Zone (and any other such related scheme, including those in Partner Organisation’s locations) when delivering the specified services.

SPD Question 4D.1 – Quality Assurance Schemes & Environmental Management - It is a mandatory requirement that Tendering Organisations with more than 5

employees have in place a Health & Safety Policy which is approved at a senior level within the Organisation and is reviewed regularly.

Inspectors must be registered with The Register of Play Inspectors International (RPPI) and have a basic disclosure certificate.

Minimum level(s) of standards possibly required

SPD Question 4C.4(a) - Payment of the real Living Wage - Where a Tenderer does not

commit to pay any staff that at least the real Living Wage, the Council may exclude the Tenderer from the competition.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Where a Tenderer does not commit to the inclusion of a prompt payment clause, the Council may exclude the Tenderer from the competition.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Where a Tenderer fails to demonstrate that it is taking steps to build awareness of the climate change emergency and reduce emissions, to the Council's satisfaction, the Council may exclude the Tenderer from the competition.

SPD Question 4C.7(b) – Compliance with LEZ - Where a Tenderer does not commit to complying with this requirement, the Council may exclude the Tenderer from the competition.

SPD Question 4D.1 – Quality Assurance Schemes & Environmental Management -Bidders should confirm that this condition has been met within the response to this question. Where a Bidder does not have a Health & Safety Policy and is required to do so, the Council may exclude the Bidder from the competition.

Inspectors must be registered with The Register of Play Inspectors International (RPiI) and have a basic disclosure certificate. Where a bidder does not evidence RPiI registration and basic disclosure certificates, the Council may exclude the Bidder from the competition.

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Inspectors must be registered with The Register of Play Inspectors International (RPiI)

III.2.2) Contract performance conditions

See procurement documents

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

7 January 2025

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: 7 May 2025

IV.2.7) Conditions for opening of tenders

Date

7 January 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: December 2028

VI.2) Information about electronic workflows

Electronic ordering will be used

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

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=784302.

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:

Community Benefit are at this stage not required as the annual value is expected to be less than 50k, should the contract exceed the 50k value then the Council will seek community benefits.

Community benefits guidance document has been attached as part of the tender pack.

Community benefits will be agreed with the winning bidder and the Council, if benefits are due.

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(SC Ref:784302)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=784302

VI.4) Procedures for review

VI.4.1) Review body

Sherrif Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom