

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/038805-2024>

Tender

Decriminalised Parking and Traffic Enforcement Services

The City of Edinburgh Council
Aberdeen City Council
Aberdeenshire Council
Angus Council
Argyll and Bute Council
Clackmannanshire Council
Comhairle nan Eilean Siar
Dumfries and Galloway Council
Dundee City Council
East Ayrshire Council
East Dunbartonshire Council
East Lothian Council
East Renfrewshire Council
Falkirk Council
Fife Council
Glasgow City Council
The Highland Council
Inverclyde Council
Midlothian Council
Moray Council
North Ayrshire Council
North Lanarkshire Council
Orkney Islands Council
Perth & Kinross Council
Renfrewshire Council
Scottish Borders Council
Shetland Islands Council
South Ayrshire Council
South Lanarkshire Council
Stirling Council
West Dunbartonshire Council

West Lothian Council
The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2024/S 000-038805

Procurement identifier (OCID): ocds-h6vhtk-03ecb8

Published 2 December 2024, 4:07pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Email

darren.moir@edinburgh.gov.uk

Telephone

+44 1314693922

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.1) Name and addresses

Aberdeen City Council

Marischal College, Broad Street

Aberdeen

AB10 1AB

Email

kirchalmers@aberdeencity.gov.uk

Telephone

+44 1224053974

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA26963

I.1) Name and addresses

Aberdeenshire Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

Email

cpssprocurement@aberdeencity.gov.uk

Telephone

+44 1467539600

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00232

I.1) Name and addresses

Angus Council

Angus House, Orchardbank Business Park

Forfar

DD8 1AN

Email

procurement@angus.gov.uk

Telephone

+44 3452777778

Country

United Kingdom

NUTS code

UKM71 - Angus and Dundee City

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00236

I.1) Name and addresses

Argyll and Bute Council

Kilmory

Lochgilphead

PA31 8RT

Email

procurement@argyll-bute.gov.uk

Telephone

+44 1586555232

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.argyll-bute.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00063

I.1) Name and addresses

Clackmannanshire Council

Kilncraigs, Greenside Street

Alloa

FK10 1EB

Email

Procurement@clacks.gov.uk

Telephone

+44 1259450000

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

<http://www.clacks.gov.uk/business/corporateprocurementprocess/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00260

I.1) Name and addresses

Comhairle nan Eilean Siar

Council Offices, Sandwich Road

Stornoway

HS1 2BW

Email

contracts@cne-siar.gov.uk

Telephone

+44 1851600501

Country

United Kingdom

NUTS code

UKM64 - Na h-Eileanan Siar (Western Isles)

Internet address(es)

Main address

<https://www.cne-siar.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00262

I.1) Name and addresses

Dumfries and Galloway Council

Procurement Team, Carruthers House

Dumfries

DG1 2HP

Email

Procurement.Tenders@dumgal.gov.uk

Telephone

+44 3033333000

Country

United Kingdom

NUTS code

UKM92 - Dumfries & Galloway

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00219

I.1) Name and addresses

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1QE

Email

eprocurement@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.1) Name and addresses

East Ayrshire Council

Corporate Procurement Team, London Road HQ

Kilmarnock

KA3 7BU

Email

procurement@east-ayrshire.gov.uk

Telephone

+44 1563576000

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www.east-ayrshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00223

I.1) Name and addresses

East Dunbartonshire Council

Civic & Corporate Headquarters, Southbank Marina, 12 Strathkelvin Place

Kirkintilloch

G66 1TJ

Email

procurement@eastdunbarton.gov.uk

Telephone

+44 1415745750

Country

United Kingdom

NUTS code

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00225

I.1) Name and addresses

East Lothian Council

John Muir House

Haddington, East Lothian

EH41 3HA

Email

procurement@eastlothian.gov.uk

Telephone

+44 1620827827

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00181

I.1) Name and addresses

East Renfrewshire Council

Eastwood HQ, Eastwood Park,

Giffnock

G46 6UG

Email

ercprocurement@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

I.1) Name and addresses

Falkirk Council

The Foundry, 4 Central Park, Central Boulevard

Larbert

FK5 4RU

Email

cpu@falkirk.gov.uk

Telephone

+44 1324506566

Country

United Kingdom

NUTS code

UKM76 - Falkirk

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00184

I.1) Name and addresses

Fife Council

Fife House, North Street

Glenrothes

KY7 5LT

Email

enquiry.procurement@fife.gov.uk

Telephone

+44 3451550000

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00187

I.1) Name and addresses

Glasgow City Council

40 John St, City Chambers

Glasgow

G2 1DU

Email

corporateprocurement@glasgow.gov.uk

Telephone

+44 1412872000

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

www.glasgow.gov.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196

I.1) Name and addresses

The Highland Council

Glenurquhart Road

Inverness

IV3 5NX

Email

cpssprocurement@aberdeencity.gov.uk

Telephone

+44 1349886603

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00045

I.1) Name and addresses

Inverclyde Council

Procurement, Municipal Buildings, Clyde Square

Greenock

PA15 1LX

Email

corporate.procurement@inverclyde.gov.uk

Telephone

+44 1475712634

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00168

I.1) Name and addresses

Midlothian Council

Midlothian House, Buccleuch Street

Dalkeith

EH22 1DN

Email

procurement@midlothian.gov.uk

Telephone

+44 1312707500

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00336

I.1) Name and addresses

Moray Council

High Street

Elgin

IV30 1BX

Email

procurement@moray.gov.uk

Telephone

+44 1343563137

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160

I.1) Name and addresses

North Ayrshire Council

Cunninghame House, Friars Croft

Irvine

KA12 8EE

Email

procurement@North-Ayrshire.gov.uk

Telephone

+44 1294310000

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337

I.1) Name and addresses

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

Email

corporateprocurement@northlan.gov.uk

Telephone

+44 3451430015

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1NY

Email

procurement@orkney.gov.uk

Telephone

+44 01856873535

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369

I.1) Name and addresses

Perth & Kinross Council

2 High Street

Perth

PH1 5PH

Email

contracts@pkc.gov.uk

Telephone

+44 1738475000

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00372

I.1) Name and addresses

Renfrewshire Council

Renfrewshire House, Cotton Street

Paisley

PA1 1JB

Email

cpu@renfrewshire.gov.uk

Telephone

+44 3003000300

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400

I.1) Name and addresses

Scottish Borders Council

Council Headquarters

Newtown St Boswells

TD6 0SA

Email

procurement@scotborders.gov.uk

Telephone

+44 1835824000

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM91 - Scottish Borders

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00394

I.1) Name and addresses

Shetland Islands Council

8 North Ness Business Park

Lerwick, Shetland

ZE1 0LZ

Email

contract.admin@shetland.gov.uk

Telephone

+44 1595744595

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM66 - Shetland Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00402

I.1) Name and addresses

South Ayrshire Council

County Buildings, Wellington Square

Ayr

KA7 1DR

Email

procurement@south-ayrshire.gov.uk

Telephone

+44 3001230900

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM94 - South Ayrshire

Internet address(es)

Main address

<http://www.south-ayrshire.gov.uk/procurement/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00405

I.1) Name and addresses

South Lanarkshire Council

Council Headquarters, Almada Street, Almada Street

Hamilton

ML3 0AA

Email

procurement_service@southlanarkshire.gov.uk

Telephone

+44 1698454793

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM95 - South Lanarkshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410

I.1) Name and addresses

Stirling Council

Strategic Commissioning, Teith House

Stirling

FK7 7QA

Email

procurement@stirling.gov.uk

Telephone

+44 1786233384

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00146

I.1) Name and addresses

West Dunbartonshire Council

16 Church Street

Dumbarton

G82 1QL

Email

Corporate.Procurement@west-dunbarton.gov.uk

Telephone

+44 1389737000

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Internet address(es)

Main address

<http://www.west-dunbarton.gov.uk/business/suppliers/procurement/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153

I.1) Name and addresses

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

Email

cpu@westlothian.gov.uk

Telephone

+44 1506281814

Fax

+44 1506281325

Country

United Kingdom

NUTS code

UKM78 - West Lothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Email

procurement.delivery@edinburgh.gov.uk

Telephone

+44 1314693922

Fax

+44 1506281325

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.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

www.publictendersscotland.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.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.publictendersscotland.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

Decriminalised Parking and Traffic Enforcement Services

Reference number

CT2893

II.1.2) Main CPV code

- 98351110 - Parking enforcement services

II.1.3) Type of contract

Services

II.1.4) Short description

The City of Edinburgh Council requires to procure decriminalised parking and traffic enforcement services, including, but not limited to; labour, IT and associated services, to enforce parking and moving traffic regulations within Edinburgh.

II.1.5) Estimated total value

Value excluding VAT: £400,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 63712400 - Parking services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The City of Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council requires to procure decriminalised parking and traffic enforcement services, including labour, IT and associated services, to enforce parking and moving traffic regulations within Edinburgh.

The service delivery areas covered by this Contract include, but are not limited to:

On-Street Enforcement Services;

Car Pound Services with potential future DVLA Services;

Bus Lane Camera Enforcement Services;

Pay and Display Services;

Suspension and Dispensation Services;

Lines and Signs Maintenance Services;

Cashless and Contactless Parking solution;

Permit Management Services;

Back Office Support Services;

Notice Processing Services;

LEZ Services; and

Future Services.

A full description for all related services can be found in the tender documents.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

Prior to the expiry of the initial 5 year term, the Council reserves the right to extend the Contract for up to a further 5 years.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The City of Edinburgh Council reserves the right to request additional services from the Service Provider within the duration of the contract period. This may include but not be limited to new restrictions within the CPZ or future services and technologies as described within the Specification. Any change will be agreed with the Service Provider and managed by the change control procedures in accordance with Schedule Part 5 of the Contract. The exact requirements of these additional purchases will be discussed and agreed with the Service Provider prior to a formal acceptance of such request.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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

Specific turnover requirements:

A minimum “general” annual turnover of 9,700,000 GBP for the last two financial years.

A current ratio of at least 1.20 in each of the last two financial years.

Insurance Requirements:

Employers (Compulsory) Liability Insurance 5,000,000 GBP

Public Liability Insurance - 5,000,000 GBP

Professional Indemnity - 2,000,000 GBP

Third party liability motor vehicle insurance of 5,000,000 GBP

Minimum level(s) of standards possibly required

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.1 -
Tenderers are required to have a minimum “general” annual turnover of 9,700,000 GBP for the last two financial years. Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.4 -
Tenderers will be required provide the following information in response to 4B.4:

Current ratio for Current Year: 1.20

Current ratio for Prior Year: 1.20

The formula for calculating a Tenderer’s current ratio is current assets divided by current liabilities. The acceptable range for each financial ratio is greater than 1.20. Where a Tenderer’s current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B.5 -

Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- a. Employers (Compulsory) Liability Insurance - 5,000,000 GBP
- b. Public Liability Insurance - 5,000,000 GBP
- c. Professional Indemnity - 2,000,000 GBP
- d. Third Party Liability Motor Vehicle Insurance - 5,000,000 GBP

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition.

III.1.3) Technical and professional ability

List and brief description of selection criteria

- Question 4C.1.2(a) Relevant Experience - It is a mandatory requirement of this Contract that all Tenderers have previously delivered a minimum of two decriminalised parking and traffic enforcement services contracts, each delivering all or parts of the services as specified within Sections 4–16 of the Specification.
- Question 4C.1.2(b) Service Requirements - It is a mandatory requirement of this Contract that Tenderers tender for the full range of services under Contract.
- Question 4C.1.2(c) Parking Compliance - The Council requires that all tenderers will carry out a parking compliance survey within the SPA in order to prepare their Enforcement Plan for inclusion with their tender response. The results of this survey should be included with the tender submission.
- Question 4C.4(a) Living Wage Payment - Tenderers are asked to confirm that they will pay staff that are involved in the delivery of the Contract, (including any agency or sub-contractor staff) directly involved in the delivery of the Contract, at least the real Living Wage.
- Question 4C.4(b) Prompt Payment - 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.
- Question 4C.6(a) Qualifications - It is a mandatory requirement of this Contract that Tenderers hold all relevant and in date licenses and professional qualifications required to carry out the range of services to be provided under this Contract. Including but not limited

to, SIA License for Cash Collection, Certificates of Professional Competency and vehicle licences.

- Question 4C.6(b) Disclosure Requirements - It is a mandatory requirement that all persons employed in the provision of this service have undergone vetting by Disclosure Scotland to at least Basic Disclosure level.

- Question 4C.7(a) 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 Organisations locations) when delivering the specified services.

- Question 4C.7(b) Climate Change - Tenderers will be required to demonstrate knowledge of the climate emergency and the impact of their organisation, including their organisation's own scope 1 and 2 emissions.

- Question 4D.1(a) Health and Safety - 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. Tenderers should confirm that this condition has been met within the response to this question. Where a Tenderer does not have a Health & Safety Policy and is required to do so, the Council may exclude the Tenderer from the competition.

- Question 4D.1(b) Quality Management - It is a mandatory requirement of this Contract that Tenderers have a robust and relevant Quality Management, Certificates, Policies, systems and procedures. Tenderers should confirm that this condition has been met within the response to the question and provide a copy of your organisation's Quality Management Certificates (e.g. BS EN ISO 9001), Policy, systems and procedures with a statement detailing how this relates to and will enhance this Contract.

- Question 4D.2 Environmental Management - It is a mandatory requirement of this Contract that Tenderers have a robust and relevant Environmental Management Systems. Tenderers should confirm that this condition has been met within the response to the question and provide a copy of your organisation's Environmental Management Policy and relevant certificates such as ISO 14001 or EMAS with a statement detailing how this relates to and will enhance this Contract.

III.2) Conditions related to the contract

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-022577](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

31 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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

31 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: 18 months prior to contract end.

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28093.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Further information can be found in the Specification and Community Benefits Guidance documents.

(SC Ref:783984)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. The City of Edinburgh Council (the Council) will have a minimum standstill period of 10 days before awarding the contract. The communication of the award decision notice will be sent by fax or e-mail to all tenderers with the standstill period commencing on the next day. If proceedings are started in the Sheriff Court or the Court of Session against the Council in respect of the decision to award the contract within the standstill period then the Council is prevented from awarding the contract. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.