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Tender

## **HSENI - Preparation and Testing of External Emergency Plans**

Health and Safety Executive for Northern Ireland  
Health and Safety Executive for Northern Ireland

F02: Contract notice

Notice identifier: 2024/S 000-041436

Procurement identifier (OCID): ocids-h6vhtk-04ccb2

Published 23 December 2024, 3:21pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Health and Safety Executive for Northern Ireland

83 Ladas Drive

BELFAST

BT6 9FR

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Health and Safety Executive for Northern Ireland

83 Ladas Drive

Belfast

BT6 9FR

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

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## **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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

Tenders or requests to participate must be submitted to the above-mentioned address

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://etendersni.gov.uk/epps>

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

Body governed by public law

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

General public services

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## **Section II: Object**

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

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

HSENI - Preparation and Testing of External Emergency Plans

Reference number

5560598

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

- 71317200 - Health and safety services

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

Services

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

HSENI requires a Contractor to prepare and review emergency plans and conduct exercises in order to test the effectiveness of plans and the emergency response arrangements.

#### **II.1.5) Estimated total value**

Value excluding VAT: £176,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

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

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

- 71317210 - Health and safety consultancy services
- 71600000 - Technical testing, analysis and consultancy services
- 79400000 - Business and management consultancy and related services
- 79430000 - Crisis management services

- 79417000 - Safety consultancy services
- 80550000 - Safety training services

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

NUTS codes

- UKN - Northern Ireland

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

HSENI requires a Contractor to prepare and review emergency plans and conduct exercises in order to test the effectiveness of plans and the emergency response arrangements.

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

Quality criterion - Name: Proposed Team Experience / Weighting: 21

Quality criterion - Name: Proposed Methodology – One Individual Exercise Per Site / Weighting: 24.5

Quality criterion - Name: Proposed Methodology – Media Day / Weighting: 14

Quality criterion - Name: Social Value - Proposed Environmental Benefits / Weighting: 10.5

Cost criterion - Name: Total Costs per Key Activity for the completion of One Individual Exercise Per Site / Weighting: 6

Cost criterion - Name: Daily Rate for the Completion of New Emergency Plan / Weighting: 24

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

Value excluding VAT: £175,000

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

Duration in months

33

This contract is subject to renewal

Yes

Description of renewals

HSENI has an ongoing statutory requirement to arrange the preparation and testing of Emergency Plans for

major hazard sites including gas transmission pipelines and COMAH establishments. This means the contract will be subject to renewal following the conclusion of this contract on 31 March 2028 unless the extension option is availed of

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

Following the initial contract period, there is one option to extend for a period of up to and including 12 months.

This extension period would only be utilised in exceptional circumstances wherein the work required within the initial contract period

could not be completed on time.

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

List and brief description of conditions

As per tender documents

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

List and brief description of selection criteria

As per tender documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As per 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

28 January 2025

Local time

3:00pm

#### **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: 28 April 2025

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

Date

28 January 2025

Local time

3:30pm

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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: Estimated to be 2028.

### **VI.3) Additional information**

The successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach Satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach Satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs. And their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave Professional misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions. Being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the certificate

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

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended

Belfast

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into

