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Tender

Automated Liquid Handler

Scottish Police Authority

F02: Contract notice

Notice identifier: 2025/S 000-049263

Procurement identifier (OCID): ocds-h6vhtk-05893d

Published 15 August 2025, 4:23pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Police Authority

1 Pacific Quay, 2nd Floor

Glasgow

G51 1DZ

Email

jean.iyinikkel@scotland.police.uk

Telephone

+44 1786895668

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.spa.police.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA19762

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Automated Liquid Handler

Reference number

PROC-25-2962

II.1.2) Main CPV code

- 33950000 - Clinical forensics equipment and supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Scottish Police Authority (known as the “the Authority”) has a requirement to appoint a suitably qualified and experienced supplier for the Supply and installation of a A Automated Liquid Handling Robot System and related consumables and associated maintenance package.

II.1.5) Estimated total value

Value excluding VAT: £110,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 33950000 - Clinical forensics equipment and supplies

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

SPA Forensic Services has a requirement to procure and install an automated liquid handling system plus post installation training, an associated maintenance package and consumables. The instrument must be able to precisely and accurately sample, dilute and dispense solvated certified drug reference materials to produce complex drug mixes for the purpose of calibration and quality control samples for quantification purposes.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

84

This contract is subject to renewal

No

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

The duration of the contract will be 5 (five) years with the option to extend the Contract for a further 2 (Two) periods of up to 12 (twelve) months each at the sole discretion of the Authority.

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

SPD Question 4B5 Insurances

SPD Question 4B6 Financial Standing

Minimum level(s) of standards possibly required

SPD Question 4B5 Insurances:

Bidders require to confirm they are already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employers (Mandatory) Liability Insurance = 10 million GBP in respect of each claim without limit to the number of claims.

Public (Mandatory) Liability Insurance = 5 million GBP in respect of each claim without limit to the number of claims.

Product(Mandatory) Liability Insurance = 5 million GBP in respect of each claim and in the aggregate.

Professional (Mandatory) Indemnity Insurance = 500 thousand GBP in respect of each claim and in the aggregate.

Documentation requested for the above insurances should include name of insurers, policy numbers, expiry date and limits of any one incident and annual aggregate caps and the excesses under the policies.

SPD Question 4B6 Financial Standing:

The Authority will access a Credit safe report for a Tenderers organisation and use the information contained within to assist with the assessment of the Tenderer's economic and financial standing. Tenders are asked to provide their company number within the ESPD to allow the Authority to access a Credit Safe 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.

If you are successful in the award of this contract and your risk failure rating falls below 30 then the SPA reserve the right to remove you from this contract. It is the Contractor's responsibility to ensure that the information held by Credit Safe is accurate and up to date.

For the avoidance of doubt, the SPA 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 registered 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.

IMPORTANT NOTE: This requirement is not applicable to Sole Traders/ Charities. Sole Traders/ Charities may be required to provide a bankers reference if successful.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Part 4C: Services

Part 4C: Quality Control

Minimum level(s) of standards possibly required

Minimum number of relevant examples: Your examples should be from within the last 5 years.

A minimum of 2 and a maximum of 3 examples should be provided.

Requirement: 'It's a mandatory requirement of the tender that Bidders are required to provide examples that demonstrate experience relevant to this procurement exercise as detailed in the Contracts Notice (specifically within the Forensic and/or Toxicology environment)'

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

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

26 September 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

26 September 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project Code is 29940. For more information see:

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29719. 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:

Community Benefits can be offered to any geographical area of Scotland.

Tenderers should consider the following Community Benefit areas and where possible allocate the benefit intended to be offered against these areas;

- Improving education and skills – apprenticeships
- Improving local employability – new jobs
- Work experience placements/programmes
- Delivering training and development
- Enhancing & Improving local community projects
- Other; Sponsor Charity work, etc.

Returns should focus on what your organisation can deliver over the duration of this contract period and will be evaluated accordingly.

During the term of the Contract, the Authority will request management information to support the delivery of community benefits. This will be monitored and reported during the lifetime of the Contract

(SC Ref:807492)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

Glasgow

Country

United Kingdom