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Tender

Supply & Delivery of Power Tools & Associated Items and Specified Services – 2025 - HC

The Highland Council

F02: Contract notice

Notice identifier: 2025/S 000-053268

Procurement identifier (OCID): ocds-h6vhtk-05927a

Published 2 September 2025, 4:02pm

Section I: Contracting authority

I.1) Name and addresses

The Highland Council

Glenurquhart Road

Inverness

IV3 5NX

Contact

Special Projects Category Management Team

Email

CPSSprocurement@aberdeencity.gov.uk

Telephone

+44 1463702386

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.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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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

Supply & Delivery of Power Tools & Associated Items and Specified Services – 2025 - HC

Reference number

HC/PI-H&C/PTs/2025

II.1.2) Main CPV code

- 42600000 - Machine tools

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Council wishes to appoint 1 suitably qualified, experienced and competent Supplier submitting the Most Economically Advantageous Tender (MEAT), to provide Goods and Services, for the Supply & Delivery of Power Tools & Associated Items and Specified Services (Including Services - HAVS & Noise Testing, PAT and Servicing & Training of Power Tools & Associated Items), for Highland Council Area.

II.1.5) Estimated total value

Value excluding VAT: £291,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 42600000 - Machine tools

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

The Highland Council Area

II.2.4) Description of the procurement

The Council wishes to appoint 1 suitably qualified, experienced and competent Supplier submitting the Most Economically Advantageous Tender (MEAT), to provide Goods and Services, for the Supply & Delivery of Power Tools & Associated Items and Specified Services (Including Services - HAVS & Noise Testing, PAT and Servicing & Training of Power Tools & Associated Items), for Highland Council Area.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £291,000

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

The Contract shall be for a 36 month period, with the option of multiple extensions to be extended by up to 12 months, subject to mutual agreement.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3

Objective criteria for choosing the limited number of candidates:

Please see SPD Instruction document and Initial Invitation to Tender (IITT).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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

The Bidder must provide a current copy of Goods Vehicle Operator (GVO) Licence.

Minimum Educational and Professional Qualifications:

Held by the Supplier/Sub-Contractor:

- Evidence of quality assurance systems, such as ISO 9001 certification or equivalent.
- Relevant vocational qualifications in logistics, procurement, or engineering (e.g., NVQ Level 3+ or equivalent).
- Health & Safety certifications (IOSH Managing Safely or NEBOSH General Certificate)
- At least 3–5 years of experience in the supply of power tools or industrial equipment.
- Ability to provide technical support, warranty management, and product compliance (e.g., CE/UKCA marking).
- PAT (portable appliance testing), City & Guilds 2377 qualification.

Held by Supplier/Sub-Contractor managerial staff:

- Level 4–6 qualification in procurement, business, logistics, or supply chain management.
- IOSH Managing Safely or NEBOSH General Certificate
- Minimum 3–5 years in contract or supply management, preferably in tools, equipment, or construction-related sectors.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Minimum level(s) of standards required.

Minimum level(s) of standards possibly required

Provide the organisations audited accounts covering the last financial 3 years and include the audited accounts for the years that have been audited to date in the business area covered by the Contact;

The Council will use an independent credit scoring organisation, Creditsafe, to check the financial status of the winning bidder(s). To minimise risk of failure, the desired risk score should not be below Moderate Risk as a minimum. The Council shall take a view on the risk to the Council should the winning bidder(s) credit rating fall below this and may involve further detailed financial checking/assessment.

Where it is considered that the additional supporting information does not provide satisfaction that the risk is mitigated, the bidder(s) shall be disqualified.

The winning tenderer and its sub-contractor(s) to provide a current copy and have as a minimum,

- 5,000,000 GBP Employers Liability Insurance (where applicable) for each and every claim;
- 5,000,000 GBP Public Liability Insurance for each and every claim;
- 5,000,000 GBP Products Liability Insurance for each and every claim.

III.1.3) Technical and professional ability

List and brief description of selection criteria

As per Minimum level(s) of standards required.

Minimum level(s) of standards possibly required

Bidders must have relevant experience to deliver the Goods and Services as described and must provide the following:

Provide details of how Quality Assurance is managed within the organisation and a copy of the organisations current Quality Assurance Scheme or Quality Management Policy;

Provide details of how Health & Safety (H&S) is managed within the organisation and a copy of the organisations current H&S Assurance Scheme or H&S Policy (or Statement for organisations with fewer than 5 employees);

Provide 2 copies of current risk assessments specifically relating to similar activities currently undertaken (or Statement for organisations with fewer than 5 employees);

Provide 2 copies of current examples of training record specifically relating to similar activities currently undertaken;

Provide 2 relevant examples of supplies and services carried out in the past 3 years;

Provide a statement of the relevant supply chain management and/or tracking systems used for the requirement;

Provide details of the technicians or technical bodies who they can call upon, especially those responsible for quality control for the requirement;

Provide quality control institute certificates (or from agencies of recognised competence) confirming that products meet the technical specifications or standards;

Provide details of business continuity and contingency proposals for the requirement;

Provide details of provisional exit plan for the requirement;

Confirm if Sub-Contracting, list the sub-contractors they propose to use and state which part/s of the Contract the sub-contractor(s) shall deliver and approximate value (if any);

Confirm "Non-Disclosure" items relating to FOI(S)A obligations (if any).

IN ADDITION, BIDDERS ARE DIRECTED TO THE MINIMUM REQUIREMENTS CONTAINED IN THE TENDER DOCUMENTS IN RELATION TO THIS TENDER, WHICH BIDDERS SHALL COMPLY WITH.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Bidders are directed to the Tender Documents which they must comply with.

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

Competitive procedure with negotiation

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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: [2024/S 000-760811](#)

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

Date

10 October 2025

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

10 November 2025

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: 22 May 2026

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The Contract shall be for a 36 month period, with the option of multiple extensions to be extended by up to 12 months, subject to mutual agreement.

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 29171.

For more information see:

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

For more information see the SPD-Instructions document and IITT document and for further information on using PCS-Tender, please contact the PCS-Tender Team pcs-tender@gov.scot

Tenderers 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.

Note this is a Competitive Procedure with Negotiation (CPwN)] with 2 stages:

1. Qualification - SPD - following the assessment of the submitted SPDs and associated documents, shortlisted suppliers who have met the selection criteria, shall be invited to submit an initial tender. Please read the SPD Instruction Document and note Submission of responses by Bidders to the SPD at 12:00hrs on 10/10/25.

2. Tenders (Initial Invitation to Tender (IITT))-please read the IITT Instruction Document and note Submission of responses by Bidders (those invited) to the IITT at 12:00hrs on

08/12/25.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 29171.
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:

Itemised at Appendix 2.2 Community Benefits Information Requirements

(SC Ref:797913)

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sheriff Court and Justice of the Peace Court

The Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

inverness@scotcourts.gov.uk

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>