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Tender

Maintenance of CDT & Science Equipment

Midlothian Council

F02: Contract notice

Notice identifier: 2025/S 000-069862

Procurement identifier (OCID): ocds-h6vhtk-05d768

Published 30 October 2025, 4:25pm

Section I: Contracting authority

I.1) Name and addresses

Midlothian Council

Midlothian House, Buccleuch Street

Dalkeith

EH22 1DN

Contact

Barbara Foxwell

Email

Barbara.Foxwell@midlothian.gov.uk

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.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Maintenance of CDT & Science Equipment

Reference number

MID-25-53

II.1.2) Main CPV code

- 50000000 - Repair and maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

The collaboration comprising Midlothian and West Lothian Councils seek the provision of a comprehensive technical support and maintenance service for equipment located in Schools Craft, Design and Technology Workshops, Science Laboratories and Art Departments. The service shall include an annual inspection, maintenance, servicing and emergency repairs to equipment in each school detailed in the tender pack.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50532000 - Repair and maintenance services of electrical machinery, apparatus and associated equipment
- 50530000 - Repair and maintenance services of machinery
- 50430000 - Repair and maintenance services of precision equipment

II.2.3) Place of performance

NUTS codes

- UKM73 - East Lothian and Midlothian

II.2.4) Description of the procurement

The collaboration comprising Midlothian and West Lothian Councils seeks the provision of a comprehensive technical support and maintenance service for equipment located in Schools Craft, Design and Technology Workshops, Science Laboratories and Art Departments.

The Service shall include an annual inspection, maintenance, servicing and emergency repairs to equipment in each school.

The Service shall include:

- a) An annual visit
- b) Equipment repair, mechanical and electrical maintenance, and servicing in accordance with supplier and industry guidelines and relevant legislation
- c) Emergency call out service
- d) Technical advice and support, based on an understanding of the relevant Health & Safety legislation and industry practice
- e) Specialist advice on the options for repairing or replacing school equipment, taking into account the most cost effective and best value requirements of collaborative members
- f) Full and timely technical advice and support in the event of an accident or near miss or dangerous occurrence occurring in CDT or Science Departments
- g) Advice, where appropriate, on the implications of curriculum requirements on the safe and proper use of school equipment
- h) Where necessary and within the scope of the specification, the provision of such information, instruction and training as necessary to relevant staff to ensure the health, safety and welfare of staff, pupils and others
- i) The development of safe working practices (including assistance in the development of risk assessments) to cover all significant risks in Craft, Design and Technology, Art and Science Departments.

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

36

This contract is subject to renewal

Yes

Description of renewals

12 months + 12 months = a maximum of 24 months extension

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

As per 4C.6 SPD, the following educational and professional qualifications are required by the service provider: CPD certificate and ongoing training.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Experian Check

The Authority will use Experian to check the financial viability stability / risks associated with a Tenderer, and require that they have at least a score of 51 out of 100 or 'Below Average Risk'. Failing that, the Authority will use reasonable measures to ensure that appointing the Tenderer does not provide an elevated risk in terms of their financial stability and will request such information as may be necessary to ascertain that.

Financial Health Flowchart

The financial information will be evaluated using the Midlothian Council financial health evaluation flowchart, please see Appendix 3. The financial information provided will require to meet the following criteria:

- (i) The ratio of total assets to total liabilities (net assets) should be positive in 2 out of 3 years.
- (ii) The accounts should not show a loss in 2 consecutive years.
- (iii) The accounts should not show a loss in 1 year and negative net current assets in any 1 year.

Where the information provided does not meet item (i) but there is an improving trend Midlothian Council may consider items (ii) and (iii) and will have the discretion, with regard to the evidence provided and taking into account the level of risk to Midlothian Council, as to whether the Tenderer will pass this requirement.

The Tenderer will require to submit evidence in the form of their audited accounts or equivalent for the most recent 2 years (2 sets of signed, audited accounts), along with

details of any significant changes since the last year end.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

This service will be subject to Midlothian and West Lothian Council's terms & conditions.

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

2 December 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

2 December 2025

Local time

12:00pm

Place

Midlothian Council

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

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.

Tenderers must not contact anyone at the Local Authority directly in relation to this tender exercise, doing so may result in your exclusion from any further part in the process.

All questions must be raised using the provided Question & Answer facility within this notice.

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=810443.

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:

The winning Tenderer will be expected to deliver community benefits as part of this

contract. Tenderers shall be scored on their ability to demonstrate how they will meet their obligations regarding delivery of community benefits as detailed in the ITT. Your proposals should relate to the Lothians area and should be relevant and proportionate to the size and nature of the contract.

(SC Ref:810443)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=810443

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom