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Tender

Provision of a Managing Agent to Deliver the Home and Energy Efficient Scotland : Area Based Scheme in Orkney

Orkney Islands Council

F02: Contract notice

Notice identifier: 2025/S 000-073816

Procurement identifier (OCID): ocids-h6vhtk-05e111

Published 14 November 2025, 10:04am

Section I: Contracting authority

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1NY

Contact

Denise Link

Email

Denise.Link@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.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://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

Provision of a Managing Agent to Deliver the Home and Energy Efficient Scotland : Area Based Scheme in Orkney

Reference number

OIC/PROC/2238

II.1.2) Main CPV code

- 71314300 - Energy-efficiency consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Orkney Islands Council has a requirement to appoint a suitably qualified managing agent to deliver the Home Energy Efficient Scheme : Area Based Scheme in Orkney.

II.1.5) Estimated total value

Value excluding VAT: £7,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71314200 - Energy-management services
- 45320000 - Insulation work
- 45261410 - Roof insulation work
- 45321000 - Thermal insulation work

II.2.3) Place of performance

NUTS codes

- UKM65 - Orkney Islands

Main site or place of performance

Orkney Islands

II.2.4) Description of the procurement

The requirement relates to the appointment of a suitably qualified managing agent to deliver the HEES : ABS into households in communities across Orkney. It is envisaged that the contract will comprise of the marketing and recruitment of participants, appointing suitably qualified retrofit professionals (as per PAS2035:2023 definitions) procuring, appointing and managing sub-contractors/ retrofit installers, sourcing and providing relevant data required to meet reporting obligation outlined by the Scottish Government HEES : ABS guidance.

The Council is looking to bid for a minimum of 1.5M GBP per year through the Scottish Government HEES : ABS programme. This is also the expectation that the winning tenderer will access additional funding from external sources over the five-year period of the contract. This will primarily come from ECO and the Council will consider an ECO Flexible Eligibility Statement of Intent to support the HEES : ABS programme.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 75

Price - Weighting: 25

II.2.6) Estimated value

Value excluding VAT: £7,500,000

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

Start date

1 April 2026

End date

31 March 2031

This contract is subject to renewal

Yes

Description of renewals

Initial period of 3 years (1/4/26 to 31/3/29), subject to funding being awarded by Scottish Government. Options to extend by 2 x 12-month extension following the initial period at the Council sole discretion and subject to further government grant funding being awarded.

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 contract value of 975000 GBP is based on an estimated bid for HEES : ABS funding of 7.5 Million over the 5 year contract duration including the 2 x 12 month extensions at 195000 GBP available annually for the managing agent fee.

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 Managing Agent must provide services and energy efficiency installations in line with Scottish Government's HEES : ABS guidance, PAS2030:2023, PAS2035:2023 and BS40104:2025 and all future relevant updated iterations.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD (Scotland) module.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD (Scotland) module.

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: [2019/S 233-571934](#)

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

Date

15 December 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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

15 December 2025

Local time

2:00pm

Place

PCS Postbox opening via Teams

Information about authorised persons and opening procedure

Three Officers with delegated authority

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Further notices will be dependent upon the availability of HEES : ABS funding from Scottish Government. Should funding be available a further notice is anticipated in October/November 2030.

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract. The expenditure, work or effort undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to 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=815782.

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:

Community Benefits requirements are detailed within Appendix 2 - Structure and Format of Proposal.

(SC Ref:815782)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=815782

VI.4) Procedures for review

VI.4.1) Review body

Sheriffs Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 01856872110

Country

United Kingdom