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Tender

## **Specialist Building Surveys**

Scottish Police Authority

F02: Contract notice

Notice identifier: 2025/S 000-080339

Procurement identifier (OCID): ocds-h6vhtk-05f025

Published 5 December 2025, 4:30pm

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

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

Scottish Police Authority

2 French Street, Dalmarnock

Glasgow

G40 4EH

#### **Email**

[craig.richardson@scotland.police.uk](mailto:craig.richardson@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](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

<https://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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Body governed by public law

**I.5) Main activity**

General public services

## **Section II: Object**

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

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

Specialist Building Surveys

Reference number

PROC-25-3158

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

- 71315000 - Building services

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

Services

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

The Scottish Police Authority (known as the “the Authority”) is seeking to procure professional surveying services to undertake a programme of 3D estates surveys across it’s property portfolio on an ad-hoc basis over the next 5 years.

The awarded Supplier must provide comprehensive documentation services through a visual, laser scanning platform.

All information created via surveys to be hosted on an integrated secure cloud based visual platform enabling users to capture, store, share, annotate and use ‘as-built’ visual records including photo, UAV/drone and 3D walkthroughs.

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM - Scotland

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

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The awarded Supplier must provide comprehensive documentation services through a visual, laser scanning platform.

All information created via surveys to be hosted on an integrated secure cloud based visual platform enabling users to capture, store, share, annotate and use ‘as-built’ visual records including photo, UAV/drone and 3D walkthroughs.

Further information is provided within the ITT document, available on PCS-T.

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Value excluding VAT: £1,500,000

#### **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 duration of the contract will be three (3) years with the option to extend the Contract for a further two periods of up to twelve (12) months at the sole discretion of the Authority.

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

Variants will be accepted: No

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

Options: Yes

Description of options

The Authority may order more or less than these indicative quantities detailed in the tender documents and shall not be bound to order the quantities referred to, accept or pay for any items other than those actually ordered. This will be confirmed with the Contractor at the point of Contract. Furthermore, the Authority may place subsequent orders over the duration of the Contract, these will be subject to budget availability and operational requirements

### **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**

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.

Full information on this is provided within the Tender Documents.

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## **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

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employers (Compulsory) Liability Insurance = FIVE MILLION POUNDS STERLING ) in respect of each claim, without limit to the number of claims.

Public Liability Insurance = TEN MILLION POUNDS STERLING in respect of each claim, without limit to the number of claims.

Professional Indemnity Insurance = FIVE MILLION POUNDS STERLING in respect of each occurrence and in the annual aggregate, with a minimum of 2 automatic reinstatements of the full annual limit of Five Million Pounds Sterling.

Motor Vehicle Insurance = The amount required by the law of the contract.

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.

Minimum level(s) of standards possibly required

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 SPD 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: Quality Control

Tenderers will be required to provide the following for Quality Control requirements:

EITHER:

Option A) If a Tenderers organisation holds a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with

BS EN ISO 9001 (or equivalent) a copy of the certificate may be requested.

OR

Option B) If a Tenderers organisation has a documented policy regarding quality management, a copy of the policy may be requested.

Guidance

The policy should set out your organisation's responsibilities for quality management. Demonstrating that your organisation has and continues to implement a quality management policy that is authorised by the Chief Executive or equivalent and is periodically reviewed at a senior management level. The policy should be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

#### Part 4D: Quality Assurance Schemes

Tenderers will be required to provide the following for Quality Assurance/Health and

## Safety Requirements:

### EITHER:

Option A) If a Tenderers organisation holds a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001(or equivalent), or if a Tenderers organisation have, within the last twelve months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum, then a copy of the certificate may be requested.

### OR,

Option B) If a Tenderers organisation has a policy for health and safety (H&S) management, then a copy of the policy may be requested.

### Guidance

Organisations with less than five employees are not required by law to have a documented policy statement. The need to reduce documentary requirements on micro businesses in particular will be taken into account by buyers and the evaluation panel. Your policy should provide evidence that your organisation has a H&S policy that is endorsed by the chief executive officer and that it is regularly reviewed. The policy should be relevant to the nature and scale of the work and set out responsibilities for H&S management at all levels within your organisation. Your policy should be relevant to the nature and scale of your operations and set out your company's responsibilities of health and safety management and compliance with legislation.

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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

9 January 2026

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**

Tender must be valid until: 8 July 2026

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

Date

9 January 2026

Local time

12:00pm

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## **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**

Real Living Wage

Tenderers will be asked to confirm if they pay all employees as a minimum the Real Living Wage as published by the Living Wage Foundation for statistical information gathering purposes only.

Equality and Diversity

Tenderers will be required to comply with the statutory obligations under the Equality Act 2010.

Declaration of Non-Involvement in Serious Organised Crime

Tenderers must complete and sign a Declaration of Non-Involvement in Serious Organised Crime for The buyer is using PCS-Tender to conduct this ITT exercise.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 306555. 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:

Tenderers should detail and demonstrate their organisations' commitment to providing Community Benefits within specific reference to this contract.

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.

Community Benefits delivered on previous projects cannot be evaluated as part of this submission, and as such returns which focus on historic Community Benefits will receive a 0. If further information is required, please ask through the PCS-T portal.

(SC Ref:816650)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom