

**United Kingdom-Weston-super-Mare: Building services consultancy services**

OJ S 46/2016 05/03/2016

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Knightstone Housing Association

Postal address: Weston Gateway Business Park

Town: Weston-super-Mare

Postal code: BS24 7JP

Country: United Kingdom

Contact person: NUTS Code UKK, Electronic documents can be obtained from and all correspondence should be directed to: Knightstone Supplier Portal at <https://in-tendhost.co.uk/knightstone>E-mail: [andy.dyer@knightstone.co.uk](mailto:andy.dyer@knightstone.co.uk)**Internet address(es):**General address of the contracting authority: [www.knightstone.co.uk](http://www.knightstone.co.uk)Address of the buyer profile: <https://in-tendhost.co.uk/knightstone>**Additional information can be obtained from:**

Official name: Knightstone Housing Association Supplier Portal

Country: United Kingdom

Internet address: [www.knightstone.co.uk](http://www.knightstone.co.uk)**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Knightstone Housing Association Supplier Portal

Town: Weston-super-Mare

Country: United Kingdom

Internet address: <https://in-tendhost.co.uk/knightstone>**Tenders or requests to participate must be submitted:** Official name: Knightstone Housing Association Supplier Portal

Country: United Kingdom

Internet address: <https://in-tendhost.co.uk/knightstone>**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Housing and community amenities

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Curo Places Limited

**Section II: Object of the contract**

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**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting authority**

Fire Risk Assessments.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 1: Maintenance and repair services

NUTS code UKK South West (England)

**II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

**II.1.4. Information about framework agreement**

**II.1.5. Short description of the contract or purchase(s)**

Knightstone Housing Association ('Knightstone') and Curo Places Limited ('Curo'), who are collectively referred to as the Employer, are jointly procuring these contracts. The Employer wishes to select contractor(s) ('the Contractor'), to carry out Fire Risk Assessments ('the Services') under the service streams as set out below and in the Contract Documents.

The Services are being tendered in two lots ('Lots'), as follows:

Lot Service stream

1 Fire risk assessments (FRAs) undertaken for Knightstone.

2 Fire risk assessments (FRAs) undertaken for Curo.

The successful Contractor will be required to enter into separate contracts with Knightstone and Curo.

The contracts are for 60 months, commencing 1.8.2016 and ending on 31.7.2021 with the potential extensions for up to a further 5 years.

This procurement is being conducted using the open procedure under Regulation 27 of the Public Contracts Regulations 2015 ('the Regulations'). This ITT is available to all economic operators who express an interest in this opportunity. Any interested economic operator may submit a tender in response to the contract notice.

The closing deadline for the receipt of Tenders is 9:00 hours (9 o'clock am) on 7.4.2016.

Important information: This tender is being conducted through the Knightstone Supplier Portal and all documentation is only available via this portal for which the URL is:

<https://in-tendhost.co.uk/knightstone>

Suppliers wishing to take part in this tender are invited to express an interest upon which you will be given access to the full tender

documentation through the Supplier Portal.

Tenders must be submitted via the Knightstone supplier portal as per the instructions in the Invitation to Tender. All documents should be uploaded to the website. then be sure to press the Red button Submit Return. You will then receive a receipt.

Please allow sufficient time to submit your return as late returns are NOT permitted.

If you have any problems accessing the documents or any other questions, then please send a message using the correspondence function on the Supplier Portal.

Tenderers are encouraged to attend a briefing from 9 am on 16th March, when there will be presentations from Knightstone and Curo regarding our shared vision, objectives and expectations and an opportunity to ask questions regarding any aspect of the procurement. At this meeting we will present their requirements, a good understanding of which will benefit Tenderers.

The briefing will be held from 9:00 am at Knightstone's offices in Worle at:  
Weston Gateway Business Park

Weston-super-Mare  
BS24 7JP.

**II.1.6. CPV code(s)**

71315210 Building services consultancy services, 71317100 Fire and explosion protection and control consultancy services, 71315000 Building services

**II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

**II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

**II.1.9. Information about variants**

Variants will be accepted: no

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

Estimated value excluding VAT:

Range: between 578 000 and 1 400 000 GBP

**II.2.2. Information about options**

Options: yes

Description of options: The contract is for 5 years.

The contract may be extended at the sole discretion of the Employer, but only with the agreement of both Parties, by extensions of multiples of 1 year up to a maximum further 5 years to 31.7.2026. The first extension should be agreed 6 months before the end of the initial service period. Subsequent extensions should be agreed 6 months before the end of the previously extended service period.

Provisional timetable for recourse to these options:  
in months: 60 (from the award of the contract)

**II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 5

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

**II.3. Duration of the contract or time limit for completion**

Duration in months: 60 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Fire Risk Assessments for Knightstone Housing Association

**1) Short description**

Fire Risk Assessments for Knightstone Housing Association.

**2) CPV code(s)**

71315210 Building services consultancy services, 71317100 Fire and explosion protection and control consultancy services, 71315000 Building services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 190 000 and 460 000 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 2

Lot title: Fire Risk Assessments for Curo Places Limited

**1) Short description**

Fire Risk assessments for Curo Places Limited.

**2) CPV code(s)**

71315210 Building services consultancy services, 71317100 Fire and explosion protection and control consultancy services, 71315000 Building services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 388 000 and 940 000 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

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**Section III: Legal, economic, financial and technical information**

**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

The specific requirements are set out in the tender documentation and may include a parent company guarantee if required by the Employer.

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Payments will be made in arrears on a monthly basis for services completed in accordance with the contract documentation.

**III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

No specific legal form is required. However, if a consortium submits a tender, the Employer may require the consortium to form a legal entity before entering into a contractual requirement.

Joint and several liability of all consortium members may be required (and/or guarantees and /or undertakings by some or all of the consortium members).

**III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: For more information on the Employer's specific requirements, please refer to the contract documents.

Please note that the contractor will be required to actively participate in skills development, employment and training programmes within the locality of the contract in accordance with the Employer's Employment and Skills strategy. Contractors will be expected to provide added value contributions in order to support community programmes promoted by Knightstone and

Curo where relevant to the subject of the contract. Accordingly the performance conditions of the contract will include social and environmental requirements.

### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: Information and formalities necessary for evaluating if the requirements are met: Organisations will be required to complete the Evaluation Questionnaire, which includes prequalification questions. This can be completed via Knightstone's Supplier Portal. The minimum prequalification standards are set out in the Invitation to Tender(ITT).

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: Information and formalities necessary for evaluating if the requirements are met: Organisations will be required to complete the Evaluation Questionnaire, which includes prequalification questions. This can be completed via Knightstone's Supplier Portal. The minimum prequalification standards are set out in the Invitation to Tender(ITT).

Minimum level(s) of standards possibly required: The minimum prequalification standards are set out in the Invitation to Tender (ITT), which can be downloaded from Knightstone's Supplier Portal.

#### **III.2.3. Technical and professional ability**

List and brief description of conditions:

Information and formalities necessary for evaluating if the requirements are met:

Organisations will be required to complete the Evaluation Questionnaire, which includes prequalification questions. This can be completed via Knightstone's Supplier Portal. The minimum prequalification standards are set out in the Invitation to Tender (ITT).

Minimum level(s) of standards possibly required:

The minimum prequalification standards are set out in the Invitation to Tender (ITT), which can be downloaded from Knightstone's Supplier Portal.

#### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

#### **III.3.2. 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: no

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3.**

## **Information about reduction of the number of solutions or tenders during negotiation or dialogue**

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

#### **IV.3.2. Previous publication concerning this procedure**

no

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 6.4.2016 - 09:00  
Payable documents: no

#### **IV.3.4. Time limit for receipt of tenders or requests to participate**

7.4.2016 - 09:00

#### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

#### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.3.8. Conditions for opening of tenders**

Persons authorised to be present at the opening of tenders: no

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 2020 unless the contract is extended.

### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

### **VI.3. Additional information**

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

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

#### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: The contracting authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contracts is communicated to tenderers.

If an appeal regarding the award of the contract has not been successfully resolved, the Public Contracts Regulations provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

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Any such action must be started within 30 days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting the proceedings had arisen.

The Court may extend the time limit for starting proceedings where the Court considers that there is a good reason for doing so but not so as to permit proceedings to be started more than 3 months after that date. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be ineffective.

#### **VI.4.3. Service from which information about the review procedure may be obtained**

#### **VI.5. Date of dispatch of this notice**

2.3.2016