

**UK-Glasgow: bin-cleaning services**  
**OJ S 58/2012 23/03/2012**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Partick Housing Association Ltd.  
Postal address: 10 Mansefield Street  
Town: Glasgow  
Postal code: G11 5QP  
Country: United Kingdom  
For the attention of: Mr Charlie MacLellan  
Telephone: +44 1413573773

**Internet address(es):**

Address of the buyer profile: [http://www.publiccontractscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13703](http://www.publiccontractscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13703)

**Additional information can be obtained from:**

Official name: Ewing Somerville Partnership Ltd.  
Postal address: 40 Speirs Wharf  
Town: Glasgow  
Postal code: G4 9TH  
Country: United Kingdom  
For the attention of: Ms Geraldine McCann  
E-mail: [gmccann@ewing-somerville.com](mailto:gmccann@ewing-somerville.com)  
Telephone: +44 1413533531  
Fax: +44 1413531155

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Ewing Somerville Partnership Ltd.  
Postal address: 40 Speirs Wharf  
Town: Glasgow  
Postal code: G4 9TH  
Country: United Kingdom  
For the attention of: Ms Geraldine McCann  
E-mail: [gmccann@ewing-somerville.com](mailto:gmccann@ewing-somerville.com)  
Telephone: +44 1413533531  
Fax: +44 1413531155

**Tenders or requests to participate must be submitted:** Official name: Ewing Somerville Partnership Ltd.

Postal address: 40 Speirs Wharf  
Town: Glasgow  
Postal code: G4 9TH  
Country: United Kingdom  
For the attention of: Ms Geraldine McCann  
E-mail: [gmccann@ewing-somerville.com](mailto:gmccann@ewing-somerville.com)

Telephone: +44 1413533531

Fax: +44 1413531155

**I.2. Type of the contracting authority**

Other: Housing association

**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: no

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**Section II: Object of the contract**

**II.1. Description**

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

Partick HA - Backcourt maintenance, bin store cleaning, bulk uplift & close cleaning contract.

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

Services

Service category No 1: Maintenance and repair services

Main site or place of performance: Various Addresses, Partick, Glasgow.

NUTS code UKM34 Glasgow City

**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)**

Partick Housing Association Ltd. is a not for profit social housing provider and is a registered social landlord based in the west side of Glasgow. The Association delegates the management of its reactive repairs and void works service to Partick Homes Ltd. which is responsible for the procurement of this contract.

It is the Association's intention to enter into a contract with one contractor to deliver the Backcourt maintenance, bin store cleaning, bulk uplift and close cleaning at various addresses, Partick, Glasgow.

The total number of units owned by the Association included within the contract is approximately 1 700. The services will also be offered to approximately 2 000 owner occupiers. This relates to approximately 360 closes that the contract covers and not every close receives the four services. Please note that there is no guarantee to the amount of properties as the owners reserve the right to have the service removed if they have a majority agreement.

The Contract is to be let for a period of 3 years with an option to extend the contract on a yearly basis for a further 2 years.

It is envisaged that the initial contract will commence circa 1.7.2012.

Note: to register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland web site at [http://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=222347](http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=222347).

The awarding authority has indicated that it will accept electronic responses to this notice via a "Tender Submission Postbox" facility. Further details of this facility are available at [http://www.publiccontractsscotland.gov.uk/PostBox/Postbox\\_ Explain.aspx?ID=222347](http://www.publiccontractsscotland.gov.uk/PostBox/Postbox_ Explain.aspx?ID=222347).

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. The postbox closes precisely at the time stated.

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

90918000 Bin-cleaning services, 77310000 Planting and maintenance services of green areas , 90910000 Cleaning 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: no

**II.1.9. Information about variants**

Variants will be accepted: no

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

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

The total number of units owned by the Association included within the contract is approximately 1 700. The service will also be offered to approximately 2 000 owner occupiers. This relates to approximately 360 closes that the contract covers and not every close receives the four services. Please note there is no guarantee to the amount of properties as the owners reserve the right to have the service removed if they have a majority agreement.

**II.2.2. Information about options**

Options: yes

Description of options: There will be an option to extend the contract on a yearly basis for a further 2 years.

Provisional timetable for recourse to these options:  
in months: 12 (from the award of the contract)

**II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 2

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

Start 1.7.2012. Completion 31.3.2015

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

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

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

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

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

**III.1.4. Contract performance conditions**

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

Description of particular conditions: Contractors wishing to apply for this contract must be able to provide evidence of experience in successfully working on at least three other Backcourt maintenance, bin store cleaning, bulk uplift and close cleaning contracts in the last 3 years of a similar nature to the one described within this notice and the pre-qualification questionnaire. The Contracts put forward as evidence for this must have been ongoing for at least 12 months and the Association must be able to obtain references from the respective Employers attesting to this.

In addition the following requirements must be met:

The Contractor must be able to provide the IT capability as set out in the PQQ prior to contract commencement.

The Contractor is expected supply directly employed labour for all work to be carried out in the following work packages:

- Grass cutting, pruning, weed & moss control,
- Power washing,
- Bin store cleaning,
- Close cleaning.

However, the Client may accept the close cleaning as a subcontracted element if the contractor excels in all other work packages of the contract.

All staff employed on the contract must carry the appropriate qualifications, e.g. Herbicide Ticket PA1 & PA4. Trained Arborists.

The Client would also advise that a turnover of 500 000,00 GB would be considered a minimum requirement for organisations replying to the pre-qualification questionnaire. The Contractor will be expected to have attained this limit on each of the last 3 years. However, where you are a member of a group structure and the ultimate holding company is willing to act as a guarantor of your ability to deliver the contract, you may qualify given a lower turnover figure (Providing the ultimate holding company meets the qualifying criteria).

## **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: (1) All candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent;
- (2) All candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering. Failure to provide such a declaration will result in the candidate being declared ineligible and they will not be selected to participate in this procurement process;
- (3) All candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or profession;
- (4) All candidates will be required to produce a certificate or declaration demonstrating that they have not committed an act of grave misconduct in the course of their business or profession;
- (5) All candidates must comply with the requirements of the State in which they are established, regarding registration on the professional or trade register;
- (6) Any candidate found to be guilty of serious misrepresentation in providing any information

required, may be declared ineligible and not selected to continue with this procurement process;

(7) All candidates will have to demonstrate that they are licensed, or a member of the relevant organisation, in the State where they are established, when the law of that State prohibits the provision of the services, described in this notice, by a person who is not so licensed or who is not a member of the relevant organisation.

Further information is provided in the pre-qualification questionnaire.

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

List and brief description of conditions: (1) All candidates will be required to provide a reference from their bank;

(2) All candidates will be required to provide evidence of relevant professional risk indemnity insurance;

(3) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice;

(4) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

Further information is provided in the pre-qualification questionnaire.

Minimum level(s) of standards possibly required: The Client would also advise that a turnover of 500 000,00 GB would be considered a minimum requirement for organisations replying to the pre-qualification questionnaire. The Contractor will be expected to have attained this limit on each of the last 3 years.

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

List and brief description of conditions:

(1) Details of the educational and professional qualifications of their managerial staff; and those of the person(s) who would be responsible for providing the services or carrying out the work or works under the contract;

(2) A check may be carried out by the contracting authority or by a competent official body of the State in which the candidate is established, to verify the technical capacity of the candidate; and if relevant, on the candidates study and research facilities and quality control measures;

(3) A statement of the candidate's technical facilities; measures for ensuring quality; and their study and research facilities;

(4) An indication of the proportion of the contract which the services provider intends possibly to subcontract;

(5) A statement of the technicians or technical services available to the candidate to carry out the work under the contract; or be involved in the production of goods or the provision of services under the contract; particularly those responsible for quality control, whether or not they are independent of the candidate;

(6) A statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract.

(7) A list of works carried out over the past 5 years, detailing the value of the consideration received; when and where the work or works were carried out; and whether they were carried out according to the rules of the trade or profession and properly completed.

Further information is provided in the pre-qualification questionnaire.

Minimum level(s) of standards possibly required:

Contractors wishing to apply for this contract must be able to provide evidence of experience in successfully working on at least 3 other Backcourt maintenance, bin store cleaning, bulk

uplift and close cleaning contracts in the last 3 years of a similar nature to the one described within this notice and the pre-qualification questionnaire. The Contracts put forward as evidence for this must have been ongoing for at least 12 months and the Association must be able to obtain references from the respective employers attesting to this.

The Contractor must supply directly employed labour for all work to be carried out in the following areas: grass cutting, pruning, weed & moss control; power washing; bin store cleaning and close cleaning.

All staff on the contract must carry the appropriate qualifications.

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

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

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

##### **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: yes

### **Section IV: Procedure**

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

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

Restricted

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

Envisaged number of candidates: 5

##### **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**

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

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

18.4.2012 - 12:00

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

30.4.2012

**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**

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

## **Section VI: Complementary information**

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**VI.1. Information about recurrence**

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

**VI.3. Additional information**  
(SC Ref:222347).

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2006 (SSI 2006/1) (as amended) may bring proceedings in the Sheriff Court or the Court of Session.

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

**VI.5. Date of dispatch of this notice**  
19.3.2012