

**United Kingdom-Edinburgh: Gas appliance maintenance services**

OJ S 60/2016 25/03/2016

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Prospect Community Housing Ltd

Postal address: 6 Westburn Avenue, Wester Hailes

Town: Edinburgh

Postal code: EH14 2TH

Country: United Kingdom

Contact person: Property Services

For the attention of: Neil Munro

E-mail: [enquiries@prospectch.org.uk](mailto:enquiries@prospectch.org.uk)

Telephone: +44 1314585480

Fax: +44 1314532868

**Internet address(es):**General address of the contracting authority: <http://www.prospectch.org.uk/>Address of the buyer profile: [http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11963](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11963)Electronic access to information: <http://www.publiccontractsscotland.gov.uk/>Electronic submission of tenders and requests to participate: <http://www.publiccontractsscotland.gov.uk/>**Additional information can be obtained from:**

the abovementioned address

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

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address**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: no

**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**

Gas Servicing and Maintenance Contract 2016-2019.

**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: Wester Hailes, Edinburgh.

NUTS code UKM25 Edinburgh

### **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)**

Prospect Community Housing (PCH) are seeking a suitably qualified and experienced contractor to undertake the annual gas servicing, and provide a comprehensive maintenance service for all its gas appliance for a 3 year period. PCH has approximately 900 properties in total with approximately 844 properties having a gas supply and/or appliance that requires to be covered by this contract. A brief description of the work required to be undertaken by the successful contractor includes:

Carrying out an annual gas service and safety check on gas boilers, in accordance with current statutory requirements;

Carrying out an annual check and service to elements of the combined solar panel and pressurised hot water systems;

Provision of all necessary gas certification and related paperwork, including the statutory Landlord's Record;

Provision of a full repair and maintenance service 365/366 days a year, including an 'out of hours' emergency service and 24 hour contact phone number.

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=438260](http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=438260)

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at [http://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](http://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.

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

50531200 Gas appliance maintenance 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**

Maintenance of approximately 844 units.

Estimated value excluding VAT: 330 000 GBP

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 36 (from the award of the contract)

## **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**

The Contractor will be paid monthly in arrears for the work completed.

#### **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: no

### **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.

(8) All candidates will be required to produce a certificate or declaration demonstrating that

they have fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the candidate is established

(9) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established.

Member of Gas Safe Register.

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

List and brief description of conditions: As per PQQ:

Annual Gas Maintenance turnover of 240 000 GBP.

Insurance certificates for Employers Liability, Public and Product Liability Insurance

Copy of previous 2 years audited accounts.

### **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 statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract.

AS per PQQ.

### **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**

## **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 minimum number 5: and Maximum number 6

Objective criteria for choosing the limited number of candidates: Weighted PQQ.

#### **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**  
22.4.2016 - 12:00
- IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**  
29.4.2016
- 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: 438260).
- VI.4. Procedures for review**
  - VI.4.1. Review body**  
Official name: Brendan Fowler  
Postal address: 6 Westburn Avenue  
Town: Edinburgh  
Postal code: EH142TH  
Country: United Kingdom  
E-mail: [enquiries@prospectch.org.uk](mailto:enquiries@prospectch.org.uk)  
Telephone: +44 1314585480  
Fax: +44 1314582868  
Internet address: [www.prospectch.org.uk](http://www.prospectch.org.uk)
  - VI.4.2. Review procedure**  
Precise information on deadline(s) for review procedures: Appeals to be received by 9.6.2016.
  - VI.4.3. Service from which information about the review procedure may be obtained**  
Official name: Brendan Fowler  
Postal address: 6 Westburn Avenue  
Town: Edinburgh  
Postal code: EH142TH  
Country: United Kingdom  
E-mail: [enquiries@prospectch.org.uk](mailto:enquiries@prospectch.org.uk)  
Telephone: +44 1314585480

Fax: +44 1314582868

Internet address: [www.prospectch.org.uk](http://www.prospectch.org.uk)

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

23.3.2016