

**United Kingdom-Glasgow: Protective gear**  
**OJ S 47/2018 08/03/2018**  
**Contract notice**  
**Supplies**

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Glasgow Clyde College

Postal address: 690 Mossspark Drive

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G52 3AY

Country: United Kingdom

E-mail: [procurement@glasgowclyde.ac.uk](mailto:procurement@glasgowclyde.ac.uk)

Telephone: +44 1412729000

**Internet address(es):**

Main address: <http://www.glasgowclyde.ac.uk>

Address of the buyer profile: [http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00457](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00457)

**I.1. Name and addresses**

Official name: Glasgow Kelvin College

Postal address: 123 Flemington St

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G21 4TD

Country: United Kingdom

E-mail: [ALees@glasgowkelvin.ac.uk](mailto:ALees@glasgowkelvin.ac.uk)

Telephone: +44 1416305000

**Internet address(es):**

Main address: [www.glasgowkelvin.ac.uk](http://www.glasgowkelvin.ac.uk)

Address of the buyer profile: [http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA22362](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA22362)

**I.1. Name and addresses**

Official name: City of Glasgow College

Postal address: 190 Cathedral Street

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G4 0RF

Country: United Kingdom

E-mail: [david.bovaird@cityofglasgowcollege.ac.uk](mailto:david.bovaird@cityofglasgowcollege.ac.uk)

Telephone: +44 1413755167

**Internet address(es):**

Main address: <http://www.cityofglasgowcollege.ac.uk/>

Address of the buyer profile: [http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00453](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00453)

**I.2. Information about joint procurement**

The contract involves joint procurement

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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

Body governed by public law

**I.5. Main activity**

Education

**Section II: Object**

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

**II.1.1. Title**

The Provision of PPE and Workwear for Students and Staff  
Reference number: CS-GRPT-PPE18

**II.1.2. Main CPV code**

18143000 Protective gear

**II.1.3. Type of contract**

Supplies

**II.1.4. Short description**

Glasgow Clyde College on its own behalf and on behalf of Glasgow Kelvin College and City of Glasgow College invites you to participate in an Invitation to Tender for the Supply and Delivery of PPE and Workwear for its Staff and Students. The following shall be noted:

The initial contract period will be for a period of 3 years starting from the 1.6.2018 until the 31.5.2021.

The estimated annual value is based on historical figures and will fluctuate with the Colleges needs and requirements over the next years and must be taken only as an indication and not as a guaranteed sum of spend.

**II.1.5. Estimated total value**

Value excluding VAT: 560 000,00 GBP

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

**II.2.2. Additional CPV code(s)**

18100000 Occupational clothing, special workwear and accessories, 18130000 Special

workwear, 18143000 Protective gear, 18444000 Protective headgear, 18830000 Protective footwear

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

NUTS code: UKM8 West Central Scotland

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

The Colleges intend to put a contract in place with a suitable supplier for the supply of PPE and Workwear and associated services. The purpose of this procurement exercise is to aggregate the estimated spend and deliver efficiency benefits to participating institutions. The estimated annual spend within this commodity across all three institutions is approximately 140 000 GBP per annum. Please note the stated level of annual spend must only be taken as an indication of the potential requirement, and is based on historical volumes and spend figures. Due to varying student and staff numbers and (course/work) requirements, demand for products will fluctuate within the Colleges over the duration of the contract. The College expects to award one Contractor for the full requirement establishing three individual contracts, one with each of the relevant College, however quoted cost per item will apply to all relevant Colleges.

The service required includes but is not limited to the following:

- The supply of PPE and workwear including but not limited to hazard protection clothing, weatherwear, workwear, footwear, safety gloves and personal protection equipment,
- The supply of any associated products and services including but not limited to fitting services, face fit testing service, face fit training service and personalisation services,
- Fitting, measuring and kits issuing service,
- No minimum order quantity under the Contract,
- Items should be available in both men's fit and women's fit/sizes. Suppliers are required to provide sizing charts for all items as appropriate as part of their tender submission.

Contractor(s) will be required to provide a booklet with images and prices, and product codes in digital form for the College purchasers' use.

The supply of PPE and workwear for students is key for the safe delivery of courses at the College.

Student measuring will be normally carried out during class inductions at one of the College campuses. Measuring services will also be required for students starting later in their programme of study and at other times of the year. Specific dates and times will be arranged with the successful Contractor.

Prompt delivery of products after fitting is of the essence so students do not lose teaching time due to the late supply of PPE and/or workwear.

The Contractor may be required to record and itemise PPE and workwear and label the student packs for easy identification.

The Contractor will need to occasionally provide special sizes of PPE and/or Workwear.

The successful Contractor will be required to be able to provide a minimum of 90 % of all items required over the duration of the contract. Alternative items that are of equal or higher quality than specified are also being accepted at the cost of the originally quoted item.

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

Criteria below

Quality criterion - Name: Product suitability and Details of core product list & Samples / Weighting: 20

Quality criterion - Name: Operation and Management of the contract / Weighting: 10

Quality criterion - Name: Business continuity & Use of subcontractors / Weighting: 5

Quality criterion - Name: Service delivery & Order process / Weighting: 10

Quality criterion - Name: Product return & Recall process / Weighting: 5

Quality criterion - Name: Fair working practices & Equality & Diversity / Weighting: 5

Quality criterion - Name: Sustainability & Ethical Sourcing & Community Benefits / Weighting: 5

Price - Weighting: 40

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

Value excluding VAT: 560 000,00 GBP

#### **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 Colleges reserve the right to independently extend the relevant Contract for up to a further 12 month period subject to satisfactory performance and continued relevant College's requirements.

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

Variants will be accepted: no

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

Options: yes

Description of options:

Non-Core & Catalogue Items to be discounted.

#### **II.2.12. Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

#### **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**

Samples to be provided free of charge by tenderers as part of the evaluation of tender returns.

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

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#### **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:

III.1.1 of the notice is not applicable to this procurement exercise.

##### **III.1.2. Economic and financial standing**

Minimum level(s) of standards possibly required:

Selection criteria as stated in the procurement documents in addition to:

— ESPD (Scotland) Section IV Part B.

4B.2.1. Bidders will be required to have a minimum yearly "specific" turnover of 100 000 GBP for the last 2 years in the business area covered by the contract.

4B.3 Where turnover information is not available for the time period requested, the bidder will be required to state the date which they are set up or started trading.

Statement for 4B.5.1-3.

Insurances:

It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 5 000 000 GBP.

Public Liability Insurance = 2 000 000 GBP.

Product Liability Insurance = 1 000 000 GBP.

Q4B.6 Bidders will be required to provide 3 years audited accounts or equivalent when requested, prior to the finalisation of the envisaged award of contract.

Alternatively, if the Contractor is unable to provide the required accounting information e.g. a new business without the required accounts, then they will be required to provide a bankers letter demonstrating their willingness to support the Contractors organisation over the term of the Contract.

Bidders are required to confirm that they will be able to provide the required information prior to award of Contract.

### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2. Conditions related to the contract**

#### **III.2.2. Contract performance conditions**

The relevant contracts will be subject to a performance management system with KPI's.

The relevant contracts will also include regular contract management meetings between the relevant College and Contractor.

#### **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**

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### **IV.1. Description**

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

Open procedure

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

#### **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: 12/04/2018 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **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: 6 (from the date stated for receipt of tender)

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

Date: 12/04/2018 Local time: 13:00

Place:

Glasgow.

### **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:

Subject to the relevant Colleges' discretion as to whether or not to exercise the extension period as noted, this contract may be re-procured at the following times:

- 2021,
- 2022.

#### **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**

APUC supply chain code of conduct.

Bidders will be required to submit a signed Supply Chain Code of Conduct prior to the award of contract. This will be for information only and will not be scored. A copy of the Code of Conduct is provided as Appendix A for information only.

Freedom of information.

Where any bidder considers any information submitted as part of their ESPD submission commercially confidential, they must notify the college prior to the ESPD deadline via PCS-T and the College will provide a template for completion.

Furthermore, bidders will be required to confirm prior to award of any contract that you will be in a position to submit a Freedom of Information appendix. This will be for information only and will not be scored.

Form of tender.

Bidders will be required to submit a signed Form of Tender prior to the award of contract.

The award criteria questions and weightings will be published in the ITT.

General data protection regulations (GDPR).

Bidders will be required to provide information relating to their compliance with obligations under the GDPR. The relevant Colleges' will require the Contractor to provide sufficient guarantees that the requirements of the GDPR will be met and the rights of data subjects will be protected. The successful Contractor will be required to complete and make sufficient guarantees within a Data Processor Contract Assurance Assessment form (Appendix I) prior to Contract award.

— Availability of supply.

The successful Contractor will be required to provide samples free of charge and will be required to be able to provide a minimum of 90 % of all items required over the duration of the contract period. Alternative items that are of equal or higher quality than specified are also being accepted for the same price as the originally tendered item.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is project\_10101. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A subcontract 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: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

The Contractor will work with the relevant College to deliver Community Benefits or social value where they are identifiable throughout the term of the duration of the Contract. Examples of Community Benefits or social value are providing training opportunities to staff and students, apprenticeships and investment in the local community.

(SC Ref:526761).

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

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

Official name: Glasgow Clyde College

Postal address: 690 Mosspark Drive

Town: Glasgow

Postal code: G52 3AY

Country: United Kingdom

Telephone: +44 1412729000

Internet address: <http://www.glasgowclyde.ac.uk>

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

07/03/2018