

United Kingdom-Ipswich: Investigation and security services

OJ S 65/2014 02/04/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: University Campus Suffolk

Postal address: Waterfront Building, Neptune Quay

Town: Ipswich

Postal code: IP4 1QJ

Country: United Kingdom

Contact person: Finance Department - Procurement

For the attention of: Head of Procurement

E-mail: procurement@ucs.ac.uk

Telephone: +44 1473338350

Internet address(es):General address of the contracting authority: <http://www.ucs.ac.uk>Address of the buyer profile: <http://www.ucs.ac.uk>Electronic access to information: <http://www.delta-ets.com> - Please use tender access code: 5RA2TS644RElectronic submission of tenders and requests to participate: <http://www.delta-ets.com> -

Please use tender access code:5RA2TS644R

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

Education

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

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

UCS Manned Guarding Services 2014.

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

Services

Service category No 23: Investigation and security services, except armoured car services
NUTS code UKH14 Suffolk

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)

Investigation and security services. Investigation and security services. Door supervision, security guarding, CCTV monitoring and alarm responding.

II.1.6. CPV code(s)

79700000 Investigation and security services

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

The procurement is covered by the Government Procurement Agreement: no

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

Manned guarding services including door supervision, security guarding, CCTV monitoring, and alarm responding. To be performed by a minimum of two security officers at any one time, for 24 hours, seven days a week throughout the contract period, across the campus consisting of 2 buildings on the Ipswich waterfront and a complex of buildings known as Campus North opposite the main Waterfront building.

Estimated value excluding VAT:

Range: between 170 000 and 180 000 GBP

II.2.2. Information about options

Options: yes

Description of options: 24 month contract with options to extend the contract in one year increments up to a maximum contract term of 5 years.

Provisional timetable for recourse to these options:
in months: 24 (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 3

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

Start 1.8.2014. Completion 31.7.2016

Section III: Legal, economic, financial and technical information

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 proposed contract will be priced in sterling. Payment by BACS. The normal UCS payment terms are 30 days from receipt of a certified correct invoice.

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

Joint and several liability.

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: The Authority will apply all the offences listed in Article 45 (1) of Directive 2004/18/EC (implemented as Regulation 23 (1) of the Public Contract Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23 (2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23 (1) and 23 (2) criteria are at <http://www.delta-esourcing.com/delta/project/reasonsForExclusion.html#pcr>

Candidates will be required to answer these questions as part of the qualification process. For candidates who are registered overseas, you will need to declare if you have any offences /misconduct under your own countries laws, where these laws are equivalent to the Regulation 23 lists.

Candidates who have been convicted of any of the offences under Article 45 (1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

Written declarations that none of the statements in the standard declaration apply to the economic operator, its employees, contractors or agents and as described in the contract documents must accompany the completed tender submission

III.2.2. Economic and financial ability

List and brief description of conditions: (a) Appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance.

(b) The presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established.

(c) A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

All above proof must accompany tender package.

Minimum level(s) of standards possibly required: Copies of insurance policies or equivalent.

b) and c) copies of the latest audited report or where not required by statute in the country of origin copy of most recent audited balance sheet and profit and loss account.

It is unlikely a business will be invited to interview if their annual turnover is less than three times the estimated value of the contract for any of the three preceding years or the DUNS rating indicates the business is not financially sound.

III.2.3. Technical and professional ability

List and brief description of conditions:

(e) Where the products or services to be supplied are complex or, exceptionally, are required for a special purpose, a check carried out by the contracting authorities or on their behalf by a competent official body of the country in which the supplier or service provider is established, subject to that body's agreement, on the production capacities of the supplier or the technical capacity of the service provider and, if necessary, on the means of study and research which are available to it and the quality control measures it will operate.

(f) The educational and professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons responsible for providing the services or managing the work.

(g) For public works contracts and public services contracts, and only in appropriate cases, an indication of the environmental management measures that the economic operator will be able to apply when performing the contract.

(h) A statement of the average annual manpower of the service provider or contractor and the number of managerial staff for the last three years.

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

(j) An indication of the proportion of the contract which the services provider intends possibly to subcontract.

(k) With regard to the products to be supplied: (i) samples, descriptions and/or photographs, the authenticity of which must be certified if the contracting authority so requests; (ii) certificates drawn up by official quality control institutes or agencies of recognised competence attesting the conformity of products clearly identified by references to specifications or standards.

Written declaration that the economic operator complies with the requirements above and as described in the contract documents.

Minimum level(s) of standards possibly required:

Supporting documents or copies must be included with completed tender submission.

Inadequate experience, high staff turnover in comparison with normal industry rates will be considered unacceptable.

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: yes

Section IV: Procedure

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

UCS027

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: 16.5.2014 - 11:00
Payable documents: no

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

16.5.2014 - 12:00

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 days: 90 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 19.5.2014 - 12:00

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

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.

Suppliers must read through this set of instructions and follow the process to respond to this opportunity.

The information and/or documents for this opportunity are available on <https://www.delta-esourcing.com/delta>. You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password.

Please note there is a password reminder link on the homepage.

Suppliers must log in, go to your Response Manager and add the following Access Code shown below at the end of the web address. Please ensure you follow any instruction provided to you here.

The deadline for submitting your response(s) is as declared above . Please ensure that you allow yourself plenty of time when responding to this invitation prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any technical difficulties please contact the Delta eSourcing Helpdesk on call 0845 270 7050 or email helpdesk@delta-esourcing.com.

For more information about this opportunity, please visit the Delta eSourcing portal at: <https://www.delta-esourcing.com/tenders/UK-UK-Ipswich:-Investigation-and-security-services./5RA2TS644R>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/5RA2TS644R>

GO Reference: GO-2014328-PRO-5565893

VI.4. Procedures for review

VI.4.1. Review body

Official name: University Campus Suffolk

Postal address: Waterfront Building, Neptune Quay

Town: Ipswich

Postal code: IP4 1QJ

Country: United Kingdom

E-mail: procurement@ucs.ac.uk

Telephone: +44 1473338350

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

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: UCS will incorporate a minimum of 10 calendar days standstill period at the point information on award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Applicants have 2 working days from the notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 days before expiry of the standstill period. Such additional information should be requested from the address given at I.1).

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

VI.5. Date of dispatch of this notice

28.3.2014

