

**United Kingdom-Christchurch: Horticultural services**

**OJ S 69/2014 08/04/2014**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Spectrum Housing Group Ltd

Postal address: Spectrum House, Grange Road, Christchurch Dorset

Town: Christchurch

Postal code: BH23 4GE

Country: United Kingdom

For the attention of: Yvonne Kemsley

E-mail: [yvonne.kemsley@spectrumhousing.co.uk](mailto:yvonne.kemsley@spectrumhousing.co.uk)

Telephone: +44 1425283655

**Internet address(es):**

General address of the contracting authority: <http://www.spectrumhousing.co.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:** Official name: Spectrum Housing Group

Postal address: Grange Road, Christchurch Dorset

Town: Christchurch

Postal code: BH23 4GE

Country: United Kingdom

Contact person: Spectrum Housing Group

For the attention of: Julie Adams, Neighbourhood Services Manager

E-mail: [grounds@spectrumhousing.co.uk](mailto:grounds@spectrumhousing.co.uk)

Telephone: +44 3001113600

Internet address: <http://www.spectrumhousing.co.uk>

**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**

---

**II.1. Description**

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

Grounds Maintenance Services.

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

Services

Service category No 27: Other services

Main site or place of performance: UK Mainland.

NUTS code UKJ32 Southampton, UKK4 Devon, UKK22 Dorset CC, UKJ33 Hampshire CC, UKJ31 Portsmouth

## **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)**

The contract is to provide a comprehensive ground maintenance and management service to grassed areas, lawns, shrubs, hedges, carparks and footpaths, areas in the ownership of The Spectrum Housing Group.

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

77300000 Horticultural services, 77310000 Planting and maintenance services of green areas, 77312000 Weed-clearance services, 77312100 Weed-killing services, 77314000 Grounds maintenance services, 77314100 Grassing services, 77315000 Seeding services, 77340000 Tree pruning and hedge trimming, 77341000 Tree pruning, 77342000 Hedge trimming

### **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 all 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**

The Spectrum Housing Group wishes to select a supplier(s) to carry out its Grounds Maintenance Service. The chosen Economic Operators shall carry out a number of operations, including but not limited to grass cutting, turfing, hedge maintenance, shrub planting and maintenance, rose planting and maintenance, floral display planting and maintenance, reinstatement of damaged grass areas, minor landscape works. The Contractor shall, at his own expense, supply all materials, treatments and consumable items required in the course of the grounds maintenance. This includes (by way of illustration, but not limitation) replacement shrubs and trees, stakes, ties, fertilisers, herbicides, pesticides etc. The Contractor will be deemed to have provided for these costs in the rates and prices in the Bill of Quantities. The Contractor shall assume that there is no water supply on site and price accordingly. Working in partnerships with our new construction contractors to provide landscape services and ongoing maintenance.

Estimated value excluding VAT:

Range: between 5 000 000 and 6 000 000 GBP

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

Options: no

### II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 1

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

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

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

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

Information about lots

Lot No: 1

Lot title: South Wessex

#### 1) Short description

South Wessex (North Dorset, West Dorset, Purbeck, Blandford). Please refer to Tender pack for further details re-specification of requirements.

#### 2) CPV code(s)

77300000 Horticultural services, 77310000 Planting and maintenance services of green areas, 77312000 Weed-clearance services, 77312100 Weed-killing services, 77314000 Grounds maintenance services, 77314100 Grassing services, 77315000 Seeding services, 77340000 Tree pruning and hedge trimming, 77341000 Tree pruning, 77342000 Hedge trimming, 77100000 Agricultural services

#### 3) Quantity or scope

- Planting and maintenance of seasonal flower beds,
- Provision and maintenance of hanging baskets,
- Leaf raking and woodland clearance,
- Minor tree works,
- Implementing specialist landscaping schemes,
- Adhoc Arboriculture works,
- Clearing and treatment of weeds, moss and algae,
- Special Events and Emergency works,
- Modeling and re-modeling of landscaped areas (landscaping - new developments and ongoing maintenance).

Estimated value excluding VAT:

Range: between 996 000 and 1 000 000 GBP

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

#### 5) Additional information about lots

Please note, the estimated cost is for the full 6 years taking into account the contract renewal period (36 mos plus 36 mos).

Lot No: 2

Lot title: Hampshire

#### 1) Short description

Please refer to Tender pack for further details re-specification of requirements.

#### 2) CPV code(s)

77300000 Horticultural services, 77310000 Planting and maintenance services of green areas, 77312000 Weed-clearance services, 77312100 Weed-killing services, 77314000 Grounds maintenance services, 77314100 Grassing services, 77315000 Seeding services, 77340000

Tree pruning and hedge trimming, 77341000 Tree pruning, 77342000 Hedge trimming, 77100000 Agricultural services

**3) Quantity or scope**

- Planting and maintenance of seasonal flower beds,
- Provision and maintenance of hanging baskets,
- Leaf raking and woodland clearance,
- Minor tree works,
- Implementing specialist landscaping schemes,
- Adhoc Arboriculture works,
- Clearing and treatment of weeds, moss and algae,
- Special Events and Emergency works,
- Modeling and re-modeling of landscaped areas (landscaping – new developments and ongoing maintenance).

Estimated value excluding VAT:

Range: between 542 000 and 600 000 GBP

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

**5) Additional information about lots**

Please note, the estimated cost is for the full 6 years taking into account the contract renewal period (36 mos plus 36 mos).

Lot No: 3

Lot title: Devon

**1) Short description**

Please refer to Tender pack for further details re-specification of requirements.

**2) CPV code(s)**

77300000 Horticultural services, 77310000 Planting and maintenance services of green areas, 77312000 Weed-clearance services, 77312100 Weed-killing services, 77314000 Grounds maintenance services, 77314100 Grassing services, 77315000 Seeding services, 77340000 Tree pruning and hedge trimming, 77341000 Tree pruning, 77342000 Hedge trimming, 77100000 Agricultural services

**3) Quantity or scope**

- Planting and maintenance of seasonal flower beds,
- Provision and maintenance of hanging baskets,
- Leaf raking and woodland clearance,
- Minor tree works,
- Implementing specialist landscaping schemes,
- Adhoc Arboriculture works,
- Clearing and treatment of weeds, moss and algae,
- Special Events and Emergency works,
- Modeling and re-modeling of landscaped areas (landscaping – new developments and ongoing maintenance).

Estimated value excluding VAT:

Range: between 372 000 and 400 000 GBP

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

**5)**

### **Additional information about lots**

Please note, the estimated cost is for the full six years taking into account the contract renewal period (36 mos plus 36 mos).

Lot No: 4

Lot title: 3 Counties

#### **1) Short description**

3 Counties (Wiltshire, Bournemouth, Poole, Christchurch, East Dorset) Please refer to Tender pack for further details re-specification of requirements.

#### **2) CPV code(s)**

77300000 Horticultural services, 77310000 Planting and maintenance services of green areas, 77312000 Weed-clearance services, 77312100 Weed-killing services, 77314000 Grounds maintenance services, 77314100 Grassing services, 77315000 Seeding services, 77340000 Tree pruning and hedge trimming, 77341000 Tree pruning, 77342000 Hedge trimming, 77100000 Agricultural services

#### **3) Quantity or scope**

- Planting and maintenance of seasonal flower beds,
- Provision and maintenance of hanging baskets,
- Leaf raking and woodland clearance,
- Minor tree works,
- Implementing specialist landscaping schemes,
- Adhoc Arboriculture works,
- Clearing and treatment of weeds, moss and algae,
- Special Events and Emergency works,
- Modeling and re-modeling of landscaped areas (landscaping – new developments and ongoing maintenance).

Estimated value excluding VAT:

Range: between 1 416 000 and 1 450 000 GBP

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

#### **5) Additional information about lots**

Please note, the estimated cost is for the full 6 years taking into account the contract renewal period (36 mos plus 36 mos).

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

---

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

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

As described in the Pre-qualification documentation – Appropriate levels of insurance will be required.

Further details will be provided in the tender pack.

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

As described in the Pre-qualification documentation.

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

As described in Tender Documents.

### **III.1.4. Contract performance conditions**

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

Description of particular conditions: Consultants may be required to participate in the achievements of social/environmental policy objectives relating to and in line with the Public Services (Social Value) Act 2012 including recruitment, training, digital inclusion, neighbourhood engagement, legacy initiatives and supply chain initiatives. Accordingly contract performance conditions may relate to the social and environmental considerations.

### **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: Spectrum 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.

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 Spectrum.

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

List and brief description of conditions: The economic operators interested should contact the Contact Point (Section 1.1) to lodge an expression of interest and request a PQQ.

The PQQ will request specific responses and information from the economic operator. The deadline for receipt of the PQQ responses by the contact point is set out in IV.3.4.

The PQQ response will be reviewed by the Contracting Authority in accordance with the evaluation criteria set out in the PQQ.

The PQQ will request the following information:

a) audited accounts for the most recent two years (plus where these accounts are more than 12 months old, provide the most recent management accounts (profit and loss account, balance sheet and cash flow statements)).

Where an economic operator does not have sufficient trading history, the PQQ will request:

a) most recent management accounts (profit and loss account, balance sheet and cash flow statements);

and

b) statement detailing how your business is funded.

A bankers reference maybe requested evidence that the economic operator and relevant organisations have or shall have at contract award Employer's liability insurance, Public Liability Insurance and Professional Indemnity Insurance.

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

List and brief description of conditions:

The economic operators interested should contact the Contact Point (Section 1.1) to lodge an expression of interest and request a PQQ.

The PQQ will request specific responses and information from the economic operator. The

deadline for receipt of the PQQ responses by the contact point is set out in IV.3.4. The PQQ response will be reviewed by the Contracting Authority in accordance with the evaluation criteria set out in the PQQ.

### **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**

---

### **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 6

Objective criteria for choosing the limited number of candidates: Following evaluation, candidates who exceed a pre-specified score of 60 % (as a consolidated weighted score), will be deemed to qualify to be taken forward to the next stage (shortlist). However, if more than the anticipated minimum of 6 pre-qualify (per Lot), these will be ranked based upon the overall scores achieved in the PQQ evaluation and a short-list of the 6 highest bidders (per Lot), will be compiled to take forward to ITT stage.

#### **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**

9.5.2014 - 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**

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

## **Section VI: Complementary information**

---

**VI.1. Information about recurrence**

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

**VI.3. Additional information**

Spectrum 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. Spectrum are utilising the two stage restricted procedure to guide its procurement process.

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: High Court of England and Wales

Postal address: London

Town: Strand

Postal code: WC2A 2LL

Country: United Kingdom

E-mail: [yvonne.kemsley@spectrumhousing.co.uk](mailto:yvonne.kemsley@spectrumhousing.co.uk)

Telephone: +44 2079476000

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: The Contracting Authority will incorporate a minimum 10 calendar days standstill period at the point of information on the award of the contract is communicated to tenderers. If an appeal regarding the award of the contract has not been successfully resolved, the Public Contracts Regulations (SI 2006 No.5) (as amended) 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 of England and Wales and Northern Ireland. Any such action must be brought promptly (generally within 3 months). Where a contract has not been entered into, the Court may order the setting aside EN Standard form 02 – Contract notice 12 / 16 of the award decision or order the Contracting Authority to amend any document and may award damages. If EN Standard form 02 – Contract notice 12 / 16 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 lodging of appeals may be obtained:

Official name: As per VI.4.1).

In addition, it should be noted that due to legal requirements to inform and consult with leaseholders in relation to long term contract arrangements, we have incorporated a one month period following final Contractor selection for Spectrum to have regard for leaseholder

comments. Please note: Formal Contracts may only be entered into after this process has been completed.

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

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

4.4.2014