

United Kingdom-Glasgow: Gas appliance maintenance services

OJ S 95/2015 19/05/2015

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: DRUMCOG c/o Drumchapel Housing Co-operative

Postal address: 4 Kinclaven Avenue, Drumchapel

Town: Glasgow

Postal code: G15 7SP

Country: United Kingdom

For the attention of: Billy Young

Telephone: +44 1419444902

Internet address(es):Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA15182Electronic access to information: 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

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

DRUMCOG Gas Servicing and Maintenance 2015-20.

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: Glasgow G15.

NUTS code UK United Kingdom

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)

DRUMCOG is inviting applications from suitably qualified and experienced contractors to be considered to be invited to submit a quality/ price tender for the provision of term Gas Servicing and Maintenance contract for the initial period 1 October 2015 to 30 September 2016, with options to extend the contract solely at the Employer's discretion on an annual basis to 30 September 2020.

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=398150

II.1.6. CPV code(s)

50531200 Gas appliance maintenance services, 50720000 Repair and maintenance services of central heating

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 Employer for the purposes of the procurement and tendering process only is DRUMCOG, which consists of a Partnership between Cernach Housing Association, Drumchapel Housing Co-operative, Kendoon Housing Association, Kingsridge Cleddans Housing Association and Pineview Housing Association based in Drumchapel, Glasgow G15.

The contract is a Term Maintenance Contract for the provision of Gas Servicing and Maintenance works to gas appliances throughout the Associations' occupied properties. The Associations' combined housing stock consists of approximately 2500 tenanted flats/ houses in the local area.

II.2.2. Information about options

Options: yes

Description of options: The initial period is 1 October 2015 to 30 September 2016, with options to extend the contract solely at the Employer's discretion on an annual basis to 30 September 2020.

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: 12 (from the award of the contract)

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

Installment Payments.

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.

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 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;

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

Provide with this submission a written and current financial third party reference (e.g. Dunn and Bradstreet or similar dated within the last 1 month of the submission date) ranking the probability of business failure for the candidate.

Minimum level(s) of standards possibly required: Additional financial credit checks may be undertaken and evaluated, including an assessment of your annual turnover and profit over the last 3 financial years, also supplemented by enquiries through credit reference agencies. Any candidate who is not considered by the Employer to be financially sound or who is assessed to be at risk of higher than average probability of business failure will fail to meet the threshold.

Candidates will be expected to have an average minimum turnover of 650 000 GBP p/a over the last three years and no net losses during those three years.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) a statement of the candidate's average annual number of staff and managerial staff over the previous 3 years;

(2) 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;

(3) all candidates will be required to provide certification from an independent body attesting conformity to environmental management standards in accordance with the Community Eco-Management and Audit Scheme (EMAS); or the European standard BS EN ISO 14001;

(4) all candidates will be required to provide certification drawn up by an independent body attesting the compliance of the economic operator with quality assurance standards based on the relevant European standards;

(5) a statement of the principal goods sold or services provided by the supplier or the services provider in the past 3 years, detailing the dates on which the goods were sold or the services provided; the consideration received; the identity of the person to whom the goods were sold or the services were provided;

(6) 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;

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

(8) an indication of the proportion of the contract which the services provider intends possibly to subcontract;

(9) 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;

(10) a statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract;

(11) 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.

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: yes

Reference to the relevant law, regulation or administrative provision: Gas and Central heating Engineers.

III.3.2. Information about staff responsible for the performance of the contract

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 5

Objective criteria for choosing the limited number of candidates: The criteria important to the Employer for provision of the contract are that the successful contractor: is experienced in terms of local Housing Association/ Co-operative/ RSL contracts of a similar size and nature; has an appropriately skilled and qualified workforce; has the appropriate technical knowledge; is GasSafe registered/ qualified at company and operative levels; is adequately resourced; has the ability to respond quickly, flexibly, pro-actively and responsively; can maintain service continuity/ presence; can comply with the Employer's code of conduct (including being considerate, tidy, identifiable and professional etc.); has the ability to work in partnership with the Employer to provide effectively managed access, administration and certification systems; and has the appropriate organisational and financial standing to be considered for carrying out the works. The successful contractor will also be expected to: have a good understanding of the requirements of SHQS/EESH; employ effective ARC compatible KPI performance, reporting and monitoring systems; a sustainable pricing strategy and a Quality Management system to ensure there is a clearly identified quality controller and that quality is managed effectively. Evidence of 'wider role' and/ or community benefit initiatives will also be expected. The successful contractor will also be required to:

- (1) operate a management database system which includes: electronic communication with engineers; live access to the contractor's database for reviewing property details, job history and job progress in real time; electronic documentation and real time CP12 issue; reports on no-access, repairs progress/ completion in Microsoft excel format; measurement/ reporting of KPIs; and providing reports that meet the requirements of the Social Housing Charter;
- (2) provide a manned telephone number contactable 24 hours per day / 365 days per year, for the Employer to call at any time of day or night to report a fault;
- (3) and achieve a high first time access rate to properties.

Candidate contractors will also be expected to meet the criteria and provide the information outlined on the attached qualification questionnaire, which is to be downloaded from this site and completed for return in hard copy and on CD/ data stick to DRUMCOG c/o Drumchapel Housing Co-operative to be received on/ by Monday 15 June 2015 at 12 noon.

Candidate contractors must have the ability to provide evidence of experience of completion of

a minimum of three similar contracts in the past three years and DRUMCOG must be permitted to obtain references from the respective Employer(s). Candidates must also provide 2 relevant references, on the reference form downloaded from this site. References are to be arranged by the candidate, completed by the referee and included with the QQ submission.

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 Criteria below

1. Price. Weighting 40
2. Quality. Weighting 60

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

15.6.2015 - 12:00

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

26.6.2015

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

Contractors will be required to complete a questionnaire, the purpose being to identify a number of suitably qualified and experienced candidates who meet the threshold to be invited to tender.

Candidate contractors must submit the qualification questionnaire, which is to be downloaded from this site and completed for return in hard copy and on CD/ data stick to DRUMCOG c/o Drumchapel Housing Co-operative to be received on/ by Monday 15 June 2015 at 12 noon.

Evaluation of the quality questionnaire/ future price tender will be as follows:

Questionnaires will be scored in accordance with the marks stated at the head of each section. The quality scores for sections 6.0 - 12.0 and 14.0 will be evaluated to determine the candidate contractors to be invited to submit a cost tender.

The best six candidate contractors who pass the thresholds and with the highest percentage scores of or above 50 % may be invited to tender.

For those candidate contractors who are invited to and who do subsequently submit a tender, the tender will comprise a pricing document and the quality score (section 13 of the Questionnaire). The criteria for scoring will be to reach a total percentage score as follows:

(1) Price (tender)- deducting 1 % from 100 for every percentage point each tender is in excess of the lowest tender, prior to weighting.

(2) Quality- in accordance with the criteria and marks stated at section 13, converted to a percentage prior to weighting.

(3) Price/ Quality percentage scores will be evaluated on a 40 % tender price/ 60 % tender quality basis to determine the total score and the preferred candidate contractor.

(SC Ref:398150).

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

14.5.2015