

United Kingdom-Edinburgh: Project management consultancy services

OJ S 77/2019 18/04/2019

**Contract notice
Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Registers of Scotland

Postal address: Meadowbank House, 153 London Road

Town: Edinburgh

NUTS code: UKM75 Edinburgh, City of

Postal code: EH8 7AU

Country: United Kingdom

E-mail: john.porter@ros.gov.uk**Internet address(es):**Main address: <http://www.ros.gov.uk>Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00366**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

I.3. CommunicationThe procurement documents are available for unrestricted and full direct access, free of charge, at: www.publiccontractsscotland.gov.uk

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: www.publiccontractsscotland.gov.uk**I.4. Type of the contracting authority**

National or federal agency/office

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**

Project Management Services 2019-22

Reference number: CNTR0011303

II.1.2. Main CPV code

72224000 Project management consultancy services

II.1.3.

Type of contract

Services

II.1.4. Short description

Registers of Scotland (RoS) seek to award a single supplier Framework Agreement — from which we will call-off from as required — for the provision of project management services for our ongoing programme of fit-out works at our Edinburgh building.

II.1.5. Estimated total value

Value excluding VAT: 150 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

72224000 Project management consultancy services

II.2.3. Place of performance

NUTS code: UKM Scotland

Main site or place of performance: Registers of Scotland, Meadowbank House, 153 London Road, Edinburgh, EH8 7AU.

II.2.4. Description of the procurement

1.1) Registers of Scotland (RoS) seek to award a single supplier Framework Agreement for provision of a range of project management services in support of our planned programme of refurbishment at our Meadowbank House (MBH) building.

1.2) RoS are committed to implementing smart working principles in all aspects of the business, including working practices, technology, culture and the physical office environment, embracing the principles of PAS3000:2015.

1.3) In support of the above, a phased refurbishment will be undertaken at MBH to reconfigure the premises, providing flexible accommodation to support the changes in activities which will be undertaken by employees in line with RoS business strategy, smart working principles and in particular our digital transformation project.

1.4) It is anticipated that the fit-out works commissioned under the refurbishment programme will provide an excellent working environment together with innovative design and efficient use of space.

1.5) The services that shall be provided by the appointed supplier under this agreement will support RoS in the delivery of a range of types of construction projects and/or fitting out works. Projects may include traditional to modular forms of construction and may include, but not limited to:

- refurbishment,
- alteration/extension,
- maintenance works/programmes,
- replacement of plant.

1.6) RoS, shall actively manage the resulting Agreement, key activities including: contract review meetings; KPI management and analysis of management information provided.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: PM services proposal / Weighting: 70

Price - Weighting: 30

II.2.6. Estimated value

Value excluding VAT: 150 000,00 GBP

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 36

This contract is subject to renewal: no

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

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

Section III: Legal, economic, financial and technical information

III.2. Conditions related to the contract

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

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement
Framework agreement with a single operator

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: 17/05/2019 Local time: 11:00

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

Tender must be valid until: 31/07/2019

IV.2.7. Conditions for opening of tenders

Date: 17/05/2019 Local time: 11:00

Place:

Edinburgh.

Information about authorised persons and opening procedure: Tender administration will be handled by RoS Procurement Team.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

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

Note: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland website at https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=580937

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at https://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. (SC Ref:580937)

Download the ESPD document here: https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=580937

VI.4. Procedures for review

VI.4.1. Review body

Official name: Registers of Scotland

Postal address: Meadowbank House, 153 London Road

Town: Edinburgh

Postal code: EH8 7AU

Country: United Kingdom

Telephone: +44 1315283768

Internet address: <http://www.ros.gov.uk>

VI.5. Date of dispatch of this notice

15/04/2019