

**UK-Rothesay: Environmental auditing**

OJ S 112/2013 12/06/2013

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Fyne Futures

Postal address: 7 Castle Street

Town: Rothesay

Postal code: PA20 9HA

Country: United Kingdom

Contact person: General Manager

For the attention of: Reeni Kennedy-Boyle

E-mail: [reeni@tzcb.org.uk](mailto:reeni@tzcb.org.uk)

Telephone: +44 1700504646

**Internet address(es):**General address of the contracting authority: [www.fyefutures.org.uk](http://www.fyefutures.org.uk) [www.tzcb.org.uk](http://www.tzcb.org.uk)Address of the buyer profile: [http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA18542](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA18542)**Additional information can be obtained from:**

Official name: Fyne Futures

Postal address: 7 Castle Street

Town: Rothesay

Postal code: PA20 9HA

Country: United Kingdom

For the attention of: Reeni Kennedy-Boyle

Telephone: +44 1700504646

Internet address: [www.fyefutures.org.uk](http://www.fyefutures.org.uk) [www.tzcb.org.uk](http://www.tzcb.org.uk)**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Fyne Futures

Postal address: 7 Castle Street

Town: Rothesay

Postal code: PA20 9HA

Country: United Kingdom

For the attention of: Reeni Kennedy-Boyle

E-mail: [reeni@tzcb.org.uk](mailto:reeni@tzcb.org.uk)

Telephone: +44 1700504646

Internet address: [www.fyefutures.org.uk](http://www.fyefutures.org.uk) [www.tzcb.org.uk](http://www.tzcb.org.uk)**Tenders or requests to participate must be submitted:** Official name: Fyne Futures

Postal address: 7 Castle Street

Town: Rothesay

Postal code: PA20 9HA

Country: United Kingdom

For the attention of: Reeni Kennedy-Boyle

E-mail: [reeni@tzcb.org.uk](mailto:reeni@tzcb.org.uk)

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**I.2. Type of the contracting authority**

Other: Charity

**I.3. Main activity**

Environment

**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**

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**II.1. Description**

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

Towards Zero Carbon Bute - Celebrating our Achievements.

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

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: Isle of Bute.

NUTS code UKM63 Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute

**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)**

Towards Zero Carbon Bute kicked off 2009. 2014 marks the 5th anniversary of the project and 10th anniversary of Fyne Futures Ltd, the charity and social enterprise, which enabled the project. To mark these key milestones we are commissioning an evaluation of what has been achieved on Isle of Bute.

Bute was Scotland's first island to measure its carbon footprint – a key outcome of the evaluation will be a determination of Bute's current carbon footprint resulting from the significant changes that have been achieved as a result of Fyne Futures' awareness raising and activities. This will include looking at the community of Bute, its changed behaviours, energy efficiency improvements, renewable energy installations, greener waste management, and increased local produce.

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=267833](http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=267833)

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

90714000 Environmental auditing, 79419000 Evaluation consultancy services, 85322000 Community action programme, 98000000 Other community, social and personal services

**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 evaluation report should take the following form:

- A short summary of the project (should not exceed 100 words);
- Minimum of two high quality pictures that capture the essence of the project;
- A detailed description (approx. 2 pages of A4), including a time schedule and exact details concerning the level of implementation achieved.
- Half a page of A4 addressing each of the following evaluation criteria:
  - Project aims taking into consideration the sustainability and efficiency of the project.
  - Innovative aspects of the project taking into account the technological standards and the circumstances of the island.
  - Cost/benefit - description of economic and social aspects.
  - Replication potential of the project - is it possible to implement the project everywhere.
  - Environmental compatibility: especially regarding emissions and climate protection.
  - A high level project brief of key achievable priorities for the next 5 years;
  - Driven by a needs based analysis of the island community;
  - Appendices should give a fuller evaluation of each of the following subjects:
    - Home and Business Energy Efficiency improvements;
    - Renewable Energy installations;
    - Re-use and Recycling achievements;
    - Local Produce;
    - Low-carbon Transport and Active Travel;
    - Return on Social Investment of Climate Challenge Fund support.

Estimated value excluding VAT: 3 500 GBP

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

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Start 15.7.2013. Completion 30.8.2013

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

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### **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**

Payment will be made on receipt of an invoice for completed work. Payment by cheque within 60 days from date of invoice.

#### **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) 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.

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

List and brief description of conditions: (1) All candidates will be required to provide evidence of relevant professional risk indemnity insurance.

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

List and brief description of conditions:

(1) 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;

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

(3) 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.

##### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

##### **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**

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#### **IV.1. Type of procedure**

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

Accelerated restricted

Justification for the choice of accelerated procedure: Project deadlines, including phased budgeting. Evaluation report is required to inform current project and inform future projects. Funding deadlines.

##### **IV.1.2. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates: Small, short contract which is time limited.

##### **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**

CCF 2335

### **IV.3.2. Previous publication concerning this procedure**

### **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: 21.6.2013

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

21.6.2013 - 13:00

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

26.6.2013

### **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**

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### **VI.1. Information about recurrence**

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

### **VI.3. Additional information**

(SC Ref:267833)

### **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**

7.6.2013