

UK-Tavistock: grounds maintenance services

OJ S 159/2012 21/08/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: West Devon Borough Council

Postal address: Kilworthy Park

Town: Tavistock

Postal code: PL19 0BZ

Country: United Kingdom

For the attention of: Stuart Jellings/Jill Skelton

E-mail: stuart.jellings@swdevon.gov.uk

Telephone: +44 1822813654

Fax: +44 1803861545

Internet address(es):

General address of the contracting authority: <http://www.westdevon.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

Regional or local authority

I.3. Main activity

General public services

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

Provision of 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: West Devon Borough.

NUTS code UKK4 Devon

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)

Provision of a grounds maintenance service to include horticultural work the majority of which is grass cutting at varying frequencies, hedge cutting and shrub bed maintenance. The maintenance required includes housing estates, sheltered housing sites, Council buildings, car parks, play areas, closed graveyards, leisure centres and vacant land. The provision of highway verge grass cutting and horticultural maintenance of specified areas of the public highway is also included.

II.1.6. CPV code(s)

77314000 Grounds maintenance 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

2 year contract with 2 further annual renewal periods subject to satisfactory performance

Estimated value excluding VAT:

Range: between 200 000,00 and 400 000,00 GBP

II.2.2. Information about options

Options: yes

Description of options: 2 further annual extension periods

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: no

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

Start 1.4.2013. Completion 31.3.2017

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Bond and surety will be required from successful tenderers. Tenderers will be subjected to stringent selection criteria including financial status, professional and business standing, and health, safety and environmental policies.

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

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: yes

Description of particular conditions: As detailed in the tender documentation.

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. Membership of a relevant trade association or associations would be an advantage.

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 evidence of relevant professional risk indemnity insurance.

(3) 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.

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

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) 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.

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

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

Minimum level(s) of standards possibly required.

Candidates will be required to demonstrate technical competence in terms of their own and their staff's capability to carry out the work.

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

Restricted

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

WDBC/GM2/2012-3

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: 1.10.2012 - 12:00

Payable documents: no

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

8.10.2012 - 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

Other: 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

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 Council will include obligations within the contract documentation relating to workforce matters. These obligations will require the service provider to protect the terms and conditions (including pensions) of transferring staff and to employ new joiners on terms and conditions that are overall not less favourable than those of transferred employees and to give them reasonable pension arrangements. Service providers will be required to take account of these obligations in preparing the contract.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Monitoring Officer

Postal address: Kilworthy Park Drake Road

Town: Tavistock

Postal code: PL19 0BZ

Country: United Kingdom

E-mail: catherine.bowen@swdevon.gov.uk

Telephone: +44 1822813524

Body responsible for mediation procedures

Official name: As above

VI.4.2. Review procedure

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

Official name: As above

VI.5. Date of dispatch of this notice

16.8.2012