

United Kingdom-Bristol: Employee relocation services

OJ S 162/2013 22/08/2013

Contract notice

Services

Directive 2009/81/EC**Section I: Contracting authority/entity**

I.1. Name and addresses

Official name: Movement Support services, DE&S

Postal address: Cedar #3338, Abbey Wood

Town: Bristol

Postal code: BS34 7JH

Country: United Kingdom

For the attention of: Katy Kiely

E-mail: descommodities-mss-comrcl-4@mod.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**

Ministry or any other national or federal authority, including their regional or local subdivisions

I.3. Main activity

Defence

I.4. Contract award on behalf of other contracting authorities/entities

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Foreign Commonwealth Office (FCO)

Postal address: King Charles Street

Town: London

Postal code: SW1A 2AH

Country: United Kingdom

Section II: Object of the contract

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

Global Removals Management Service.

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

Services

Service category No 26: Other services

NUTS code UK United Kingdom

II.1.3. Information about framework agreement

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in years: 4

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT: 160 000 000 GBP

II.1.5. Short description of the contract or purchase(s)

Employee relocation services. Relocation services. Storage and warehousing services. Global Removals Management Service.

II.1.6. CPV code(s)

79613000 Employee relocation services, 98392000 Relocation services, 63120000 Storage and warehousing services

II.1.7. Information about subcontracting

The tenderer has to indicate in the tender any share of the contract it may intend to subcontract to third parties and any proposed subcontractor, as well as the subject-matter of the subcontracts for which they are proposed

The tenderer has to indicate any change occurring at the level of subcontractors during the execution of the contract

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 management of a worldwide commercial outlet for the packing, removals and storage of personal effects to assist entitled personnel and, where eligible, their accompanying dependants, when they are required to change location at public expense. The Authority requires the solution to be underpinned by an integrated IT system, enabling online applications and the efficient retrieval of data for both scheduled and ad-hoc reporting requirements. The Authority is to be granted access to the system and will require appropriate training to perform the necessary functions.

The service will be the preferred choice for both military and non-military MOD users, midwives and careworkers employed by SSAFA (Soldiers, Sailors and Airmen's Families Association) and, very occasionally, may also be used by members of the Foreign and Commonwealth Office.

Estimated value excluding VAT: 160 000 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Option to extend for a further year.

Provisional timetable for recourse to these options:

Duration in days: 365 (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

Duration in months: 48 (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

The Authority reserves the right to request a Bank or Parent Company Guarantee if the supplier does not meet the required standard for economic and financial standing.

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

Payment will follow delivery of the service, and conditions relating to financing and payment will be specified in the contract documents.

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

If a group of economic operators submits a bid, the group must nominate a lead organisation to deal with the Authority. The Authority shall require the group to form a legal entity before entering into the contract.

III.1.4. Other particular conditions to which the performance of the contract is subject, in particular with regard to security of supply and security of information

Please note that Contractor to Contractor Transfer of Undertaking (Protected Employment) Legislation (TUPE) may apply to this requirement, and that the current contractor is Agility Logistics Limited, Unit 6 North Radius Park, Faggs Road, Feltham, Middlesex, TW14 0NG.

III.1.5. Information about security clearance

III.2. Conditions for participation

III.2.1. Personal situation

Criteria regarding the personal situation of economic operators (that may lead to their exclusion) including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: The Authority will apply all the offences listed in Article 39(1) of Directive 2009/81/EC (implemented as Regulation 23(1) of the Defence and Security Public Contract Regulations (DSPCR) 2011 in the UK) and all of the professional misconducts listed at Article 39(2) of Directive 2009/81/EC (see also Regulation 23(2) in the DSPCR 2011) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.contracts.mod.uk/delta/project/reasonsForExclusion.html#dspr>

Candidates will be required to sign a declaration confirming whether they do or do not have any of the listed criteria as part of the pre-qualification process.

Candidates who have been convicted of any of the offences under Article 39(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest (including defence and security factors) for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 39 (2) may be excluded from being selected to bid at the discretion of the Authority.

III.2.2. Economic and financial ability

Criteria regarding the economic and financial standing of economic operators (that may lead to their exclusion)

List and brief description of conditions: (a) Appropriate statements from the economic operator's bankers or where appropriate, evidence of relevant professional risk indemnity insurance

(b) The presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established

(c) where appropriate, a statement, covering the three previous financial years of the economic operator, of:(i) the overall turnover of the business of the economic operator; and (ii) where appropriate, the turnover in respect of the work, works, goods or services which are of a similar type to the subject matter of the contract.

The Authority will require a copy of your most recent two years of audited accounts (if available), or equivalent information. This information will be sought through the formal pre-qualification questionnaire stage and is not required in response to this contract notice.

III.2.3. Technical and/or professional capacity

Criteria regarding the technical and/or professional ability of economic operators (that may lead to their exclusion)

List and brief description of conditions:

(a) in the case of a supply contract requiring the siting or installation of goods, a services contract or a works contract, the economic operator's technical ability, taking into account in particular that economic operator's skills, efficiency, experience and reliability

(m) in the case of contracts involving, entailing or containing classified information, evidence of the ability to process, store and transmit such information at the level of protection required by the contracting authority

This information, which will include the required ISO accreditation and AQAP requirements will be sought through the formal pre-qualification questionnaire stage and is not required in response to this contract notice.

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 3 and Maximum number 6

Objective criteria for choosing the limited number of candidates: Interested suppliers are invited to apply for a Pre-Qualification Questionnaire (PQQ) by contacting the Authority with their expression of interest in response to this Contract Notice. PQQs will be issued after the advert has closed. Potential suppliers are required to send the Authority a completed PQQ

providing information that allows the Authority to evaluate the supplier's capacity and capability against the selection criteria set out in Section III.2.1, III.2.2 and III.2.3 of this Contract Notice. The Authority will use the PQQ response to create a list of suppliers who are eligible to participate under Section III.2.1 of this Contract Notice and who also meet the selection criteria set out in Sections III.2.2 and III.2.3 of this Contract Notice. There will be a two-stage evaluation, Stage 1 will be a Pass/Fail evaluation based on the minimum financial and technical standards required, and Stage 2 will be an assessment of the supplier's capability , based on the evidence provided in the PQQ response. The following selection criteria will be evaluated in Stage 2 of the PQQ:

Quality

Delivery

Safety and Environment

Information Management

Logistics

Financial Standings

Subject to the essential pass/fail requirements and the minimum pass mark being met, potential suppliers will then be ranked, with the top 6 being invited to tender (the Authority intends to select a minimum of 3 and a maximum of 6 potential suppliers to be invited to Tender. Full details of the method for selecting tenderers will be set out in the PQQ.

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 has been used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

MSS/3001

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

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

20.9.2013 - 23:59

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.

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

Suppliers interested in working with the Ministry of Defence should register on the MOD Supplier Information Database (SID) Register, available at www.contracts.mod.uk. The MOD SID is a database of active and potential suppliers available to all MOD and UK Defence procurement personnel, and is the main supplier database of MOD Procurement organisations. Please note: the registration and publication of a company profile on the MOD SID does not mean or imply that the supplier has in any way been vetted or approved by the MOD. Suppliers wishing to compete for advertised MOD contracts must respond to any specific call for competition by submitting a separate expression of interest in accordance with the instructions of the purchasing organisation.

An ability to conduct business electronically will be an essential requirement. The announcement of a future requirement is not to be construed as confirmation that a tender / contract will subsequently be issued; announcements are for information only. Thus the issue of a possible future notice, or the issue of an invitation to tender, is not to be construed as a commitment by the MOD to place an order as a result of the tendering exercise or at a later stage. Any expenditure, work or effort undertaken prior to contract award is a matter solely for the commercial judgment of potential suppliers. The Key Performance Indicator Measurement process is a tool to provide a consistent means of capturing and reporting performance achievement across MOD-wide business against pre-determined and agreed activities at various times throughout the life of a contract. Its' purpose is to aid the relationship between the MOD and Industry at all levels of the business by a better understanding of the actual performance achieved whilst under contract and it is intended to be used in support of incentivisation mechanisms.

The MOD as a major UK government Department is required and determined to fully pursue the principles and practices of Sustainable Procurement. As well as meets its' social obligations MOD is particularly concerned with demonstrating greater fuel efficiency (reduced fuel consumption) and improvements in its use of scarce natural resources, to minimise any consequential environmental impacts. Any potential Providers to MOD will be expected to be equally committed to this agenda and to make positive contributions to the above aims and objectives.

Please note that the requirement to which this notice relates comes under Logistic Commodities and Services (LCS), formed on 1 August 2011. LCS is determining the future strategy for all commodities and services within its remit and may in the future place a contract for the supply of services which may include the provision of articles (or services) which are covered by this notice. In this event the Authority may satisfy its requirement from the LCS service contract and no further orders will be placed against any framework arising from this notice. Alternatively, the Authority may appoint a Managing Agent to operate the framework /contract arising from this notice; novate the Agreement to a Managing Agent or third party; or assign the benefit of the Agreement to a Managing Agent. Further details will be provided in the tender documentation.

It is to be noted that this requirement is subject to UK Government policy on transparency and that the PQQ, Tender documents and any subsequent Contract Documents may be subject to publication in a redacted format on the following website where guidance on the scope can be found; www.contractsfinder.businesslink.gov.uk

The Authority may use the AWARD bid evaluation tool to assist in the management of the PQQ evaluation process and/or any subsequent Tender evaluation.

In addition to the use by the MOD itself, which shall remain its primary purpose, the Ministry is seeking to establish that the Framework Agreement is also available for use by or on behalf of UK public sector bodies (and their statutory successors and organisations created as a result of re-organisation or organisational changes) with requirements for the types of supplies referred to in this notice. The government bodies most likely to use this framework in addition to the MOD are SSAFA and Foreign and Commonwealth Office.

Advertising Regime OJEU:- This contract opportunity is published in the Official Journal of the European Union (OJEU), the MoD Defence Contracts Bulletin and www.contracts.mod.uk GO Reference: GO-2013820-DCB-5050453

VI.4. Procedures for review

VI.4.1. Review body

Official name: Movement Support services, DE&S

Postal address: As section 1.1

Body responsible for mediation procedures

Official name: Movement Support services, DE&S

VI.4.2. Review procedure

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

Official name: Movement Support services, DE&S

VI.5. Date of dispatch of this notice

20.8.2013