

United Kingdom-Glasgow: Landscape gardening services

OJ S 213/2016 04/11/2016

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Thistle Housing Association Ltd.

Postal address: 26 Glenmore Avenue

Town: Glasgow

NUTS code: UKM34 Glasgow City

Postal code: G42 0EH

Country: United Kingdom

E-mail: daniella@thistle-ha.org.uk

Telephone: +44 1416132700

Internet address(es):

Main address: www.thistleha.org.uk

Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA22422

I.3. Communication

Access to the procurement documents is restricted. Further information can be obtained at:

www.publiccontractsscotland.gov.uk

Tenders or requests to participate must be submitted to the abovementioned address

Additional information can be obtained from another address:

Official name: Ewing Somerville Partnership Ltd.

Postal address: 40 Speirs Wharf

Town: Glasgow

NUTS code: UKM34 Glasgow City

Country: United Kingdom

E-mail: info@ewing-somerville.com

Internet address(es):

Main address: www.ewingsomerville.com

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Housing and community amenities

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Thistle Housing Association Landscape Maintenance Contract from 2017 to 2020.

Reference number: ESp: 3890

II.1.2. Main CPV code

71421000 Landscape gardening services

II.1.3. Type of contract

Services

II.1.4. Short description

Upkeep and maintenance of open and restricted soft and hard landscaped areas, upkeep and maintenance of tenants' gardens and reactive repairs.

II.1.5. Estimated total value

Value excluding VAT: 500 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

77314000 Grounds maintenance services

II.2.3. Place of performance

NUTS code: UKM34 Glasgow City

Main site or place of performance: Various sites within the Toryglen area of Glasgow.

II.2.4. Description of the procurement

The works will comprise the upkeep and regular maintenance of communal open and restricted areas of hard and soft landscaping and the upkeep of tenants' gardens. Ad hoc repair works will also be included to both hard and soft landscaping throughout the duration of the contract as instructed by the Association which will include, for example, replacement planting of shrubs and trees and renewal of slabbing and fencing, etc.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6. Estimated value

Value excluding VAT: 500 000,00 GBP

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

The Association will reserve the right to extend the contract on an annual basis up to a maximum of two additional years in total. Any contract extension will be at the discretion of the Association and will be dependant on the Contractor's performance as monitored against Contract KPI which will be detailed in the ITT document.

II.2.9. 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:

The procurement will be conducted via the Restricted Procedure. All queries regarding this procurement must be made via the Public Contracts Scotland Question and Answer facility. The assessment process for selecting the limited number of candidates is found within Sections III.1.1, III.1.2 and III.1.3 of the Contract Notice.

Bidders must pass the minimum standards sections of the ESPD (Scotland).

Part III and Section B of Part IV of the ESPD (Scotland) will be scored on a PASS/FAIL basis.

Section C of Part IV of the ESPD (Scotland) will be scored in the following way; -

0 — Unacceptable. No or inadequate response. Response fails to demonstrate previous experience/capacity/capability relevant to this procurement.

1 — poor. Response is partially relevant but overall is generally poor. The response shows some elements of relevance to this procurement but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/capacity/capability.

2 — Acceptable. Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and skills/capacity/capability but may lack in some aspects of similarity e.g. previous experience, knowledge or skills may not be of a similar nature.

3 — Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or skills/capacity/capability relevant to providing similar services to similar clients.

4 — Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills /capacity/capability relevant to providing similar services to similar clients.

— The responses to the questions of Section III.1.3 of the Contract Notice will be weighted the following way: Please see ESPD (Scotland) Question 4C.1.2: 40 %, 4C.4: 10 %, 4C.6.1: 10 %, 4C.7: 15 %, 4C.8.1: 5 %, 4C.8.2: 5 %, 4C.9: 10 % and 4C.10: 5 %.

The five highest scoring bidders will be selected to go forward and be invited to submit a tender.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

In response to question 4.A.2 of the ESPD (Scotland), organisations applying for this procurement require to be registered members with a trade association such as BALI, or equivalent.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

This section refers to Section B of Part IV of the ESPD (Scotland) and covers questions 4B. 1-6 of the ESPD (Scotland):

Question reference 4B.1.2: Bidders will require to have a general yearly turnover of 200 000 GBP for the last 3 years.

Question Reference 4B.2.1: Bidders will require to have an average yearly turnover of 200 000 GBP for the last 3 years in the business area covered by the contract. As evidence for the ESPD (Scotland) questions 4B.1 and 4B.2, Thistle Housing Association may ask for annual accounts for the bidder.

Question Reference 4B.3: Where turnover information is not available for the period requested, the bidder will be required to state the date which they were set up/started trading.

Question Reference 4B.4: Bidders will be required to state the value(s) for the following financial ratio(s) from their most recent set of accounts:

Ratio 1 the Acid Test — $(\text{Current Assets-stock})/\text{Current Liabilities}$. A company with an Acid Test Ratio of less than 1 cannot currently pay back its current liabilities. Therefore to pass the Acid Test Ratio question the bidder must have a score of greater than 1.

Ratio 2 Return on Capital Employed % — $\text{Profit}/\text{Capital}/\text{employed}$. Return on capital employed or ROCE is used to prove the value the business gains from its assets and liabilities. To pass this question the Association requires the bidder to score a positive figure/percentage.

Ratio 3 Current Ratio — $\text{Current Assets}/\text{Liabilities}$. The current ratio is a liquidity ratio that measures a company's ability to pay short-term obligations. To pass this question the Association requires the bidder to achieve a score of greater than 1.

The Association will consider a Pass in any two of the three ratios as an overall Pass for this part of the assessment.

Question Reference 4B.5: It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance — 10m GBP

Public Liability Insurance — 10m GBP.

Minimum level(s) of standards possibly required:

Refer to information provided above at section III.1.2.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

In response to 4C.4 Bidders will be required to confirm that they have (or have access to) the relevant supply chain management and tracking systems used by them to deliver the types of requirements detailed in II.2.4 in the OJEU Contract Notice or the relevant section of the Site Notice.

In response to 4C.6.1 Bidders will be required to state the educational and professional qualifications held by its' managerial staff.

In response to 4C.8.1 & 2 Bidders will be required to confirm their average annual manpower for the last three years.

Bidders will be required to confirm their and the number of managerial staff for the last three years.

In response to 4C.9 Bidders will be required to demonstrate that they have (or have access to) the relevant tools, plant or technical equipment to deliver the types of requirements detailed in II.2.4 in the OJEU Contract Notice or the relevant section of the Site Notice.

In response to 4C.10 Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

In response to 4D.1 Quality Assurance Schemes and Environmental Management Standards. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent), and The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

4D.2 The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with

BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate.

Alternatively in response to 4D.1.1 and 4D.2.1 Bidders will be required to provide their alternative proof of quality compliance if selected to go through to tender stage. Proof will require to be produced within two days of an emailed request. The request will be sent to the email address supplied within the ESPD.

Unsatisfactory responses to Section D will result in a failure score and removal from the selection procedure.

Minimum level(s) of standards possibly required:

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the works as described in part II.2.4 of the Contract Notice.

Unsatisfactory experience will result in a fail and exclusion from the tender process.

In response to ESDP question 4C.1.2 technical and professional ability bidders will be required to provide 2 examples of a similar scope, size and nature, within the last 3 years that demonstrate that they have the relevant experience to deliver the works. The projects must therefore be predominantly works in a housing environment. Each example will be scored in accordance with the scoring regime set out at Section II.2.9 of the Contract Notice. A score of less than 3 in any example may mean rejection of the submission without further evaluation of the remaining sections.

Examples must be taken from contracts where the Bidder was working as the Main Contractor. The Contracts put forward as evidence for this must have been on-going for at least 12 months and the Bidder must be able to provide evidence of this.

In addition the following requirements must be met:

Bidders must be registered members of an appropriate trade register in respect of this procurement such as BALI, or equivalent.

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

Restricted procedure

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

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: 05/12/2016 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: 23/12/2016

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

Duration in months: 3 (from the date stated for receipt of tender)

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

The Contract will be awarded for a period of three years, with an option to extend the contract on a yearly basis for a further two years.

The earliest timescale for publication of a new Notice is therefore September 2019.

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

The award criteria questions and weightings will be published in the ITT.

Award criteria scoring will be as set out in the M3NHF ITT documentation. This is scored out of 10 the lowest, mid and highest score categories are:

0 Abysmal: Either no answer is given or the Tenderer's proposals in that area completely fail to meet the Client's requirements in the area being measured or do not answer the question raised..

5 Satisfactory: Meets the Client's requirements in the area being measured in the majority of aspects but fails in some fundamental aspects so that there will be only satisfactory arrangements for the Works.

10 Excellent: Meets all the Client's requirements in the area being measured in accordance with the Contract Documents so that the Works will be delivered in an excellent way that will be highly responsive to the needs of Customers, the Client and other stakeholders.

Scores for 1,2,3,4,6,7,8 & 9 are also available as well as half scores.

Note: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at www.publiccontractsscotland.gov.uk

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://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.

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=464539.

The Contracting Authority does not intend to include a sub-contract clause in this contract. (SC Ref:464539)

Download the ESPD document here: http://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=464539

VI.4. Procedures for review

VI.4.1. Review body

Official name: Thistle Housing Association

Postal address: 26 Glenmore Avenue

Town: Glasgow

Postal code: G42 0EH

Country: United Kingdom

Telephone: +44 1416132700

VI.5. Date of dispatch of this notice

31/10/2016