

United Kingdom-Falkirk: Environmental issues consultancy services

OJ S 227/2015 24/11/2015

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

I.1. Name and addresses

Official name: Royal Society for the Protection of Birds Scotland (RSPB Scotland)

Postal address: Inner Forth Landscape Initiative, c/o RSPB Skinflats Reserve Office, Haughs of Airth, Bothkennar

Town: Falkirk

Postal code: FK2 8PP

Country: United Kingdom

For the attention of: Kate Studd, Programme Manager

E-mail: central.procurement@rspb.org.uk

Telephone: +44 1324831568

Internet address(es):General address of the contracting authority: www.innerforthlandscape.co.ukAddress of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16345Electronic access to information: www.publiccontractsscotland.gov.ukElectronic submission of tenders and requests to participate: www.publiccontractsscotland.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: Official name: Royal Society for the Protection of Birds Scotland (RSPB Scotland)

Postal address: C/O RSPB Skinflats Reserve Office, Bothkennar Research Station, Haughs of Airth

Town: Falkirk

Postal code: FK2 8PP

Country: United Kingdom

Contact person: Inner Forth Landscape Initiative

For the attention of: Kate Studd, Programme Manager

E-mail: central.procurement@rspb.org.uk

Telephone: +44 1324831568

Internet address: www.innerforthlandscape.co.uk**I.2. Type of the contracting authority**

Other: Charity — NGO

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

II.1. Description

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

Planning, Development, Design, Manufacture and Installation of Interpretive Materials for IFLI.

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: Firth of Forth, Central Scotland.

NUTS code UKM26 Falkirk

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)

RSPB Scotland wishes to contract a single agency or group of agencies to undertake the detailed planning, development, design, manufacture and installation of interpretation materials on behalf of the Inner Forth Landscape Initiative, a Heritage Lottery Funded Landscape Partnership Scheme. It will include interpretation within the Inner Forth Landscape Initiative Area, to include outdoor interpretive materials, digital interpretation, a mobile pop-up exhibition, a printed publication and a style guide for potential future work undertaken by project partners within the Initiative area.

An Interpretive Master Plan was developed for the IFLI project during the development year. This document sets out an overall aim for interpretation: 'To encourage local people and visitors to discover more about the fascinating natural, cultural and industrial heritage of the Inner Forth landscape, to explore further their own surroundings and other places along both banks of the river, and to share widely their awareness, understanding and local pride.'

Our overall project vision is of an Inner Forth landscape where the natural, cultural and historical wealth of the area is revealed, valued, enhanced and made accessible to residents and visitors. Important historical and natural landscape features will be in good condition and future change will be embraced by a landscape better able to cope with new pressures.

Our Interpretation project 'Telling the Inner Forth Story' is a far-reaching project that aims to help people reconnect with the very special but sometimes overlooked historic, cultural and natural landscape of the Inner Forth. Working with local people and communities, and using a range of interpretation methods and media, the project aims to ensure that the Inner Forth landscape is recognised by everyone as an important and intrinsic part of Scotland's natural and historic heritage. The project will deliver interpretation for the IFLI partnership rather than for RSPB as the lead partner.

The purpose of this commission is to source an experienced and creative Interpretive Designer, or consortium of interpretation and design professionals to work with us to develop the ideas presented in the Interpretive Master Plan into fully realised interpretive media that fulfil our ambitions. Proposals presented in the Master Plan will be turned into reality on the ground by integrating information gathered from our community research projects, and from active engagement with local communities themselves. The interpretation will be planned, designed and installed during the period January 2016 to April 2017. The contract will also build on, and contribute to the Inner Forth's brand identity.

The following outcomes will need to be delivered to successfully complete this project:

1. Community Participation in developing the interpretation — Working with the IFLI Interpretation Officer to engage communities across the Inner Forth Landscape Initiative area in the creation of a suite of landscape-wide interpretation.
2. Interpretation Material to include:
 - Pop up exhibition — Detailed design and production of a mobile ‘pop-up’ exhibition to be used by the IFLI project team;
 - Landscape wide static interpretive media — Detailed design, production and installation of static interpretation in the form of a series of connected ‘beacons’ and ‘markers’. It is essential that static interpretation media installations are well planned to be appropriate and sympathetic to each location;
 - In addition this will require detailed planning to ensure that the suite of landscape-wide interpretation is integrated and coordinated, and that all permissions are obtained from the appropriate authorities for the installation of static interpretation media installations. Interpretive media will need to be high-quality and durable.
3. Printed Materials Design and production of printed material that relates to the location and content of beacons and markers, web-based materials, etc.
4. Digital media — Design and development of digital interpretive materials (which might include interactive maps, geo-locative interpretation, augmented reality, etc.) to promote learning about and engagement with the Inner Forth landscape;
5. Style guide — Production of a style guide and templates for this suite of interpretation, which will enable any future additional interpretive features produced by partners to be integrated.

Full details are available within the Invitation to Tender itself.

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=419687

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=421767

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.

II.1.6. CPV code(s)

90713000 Environmental issues consultancy services, 98300000 Miscellaneous services, 73200000 Research and development consultancy services, 73210000 Research consultancy services, 45262600 Miscellaneous special-trade construction work, 35261000 Information panels

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

Total Project Budget is 250 000 GBP exc. VAT, but inclusive of all time, design work, materials, permissions, installations and snagging.
Estimated value excluding VAT: 250 000 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 15.2.2016. Completion 30.6.2017

Section III: Legal, economic, financial and technical information

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

Interim Payments on delivery of milestones as agreed with selected contractor and set out in the contract.

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: The basis of the contractual agreement between RSPB and the applicant is detailed in the 'RSPB Terms and Conditions of Purchase of Goods and Services' — see Document F in Invitation to Tender.

RSPB, as lead partner of IFLI, reserves the right to terminate the agreement with the successful supplier if performance is deemed unsatisfactory, giving 28 days notice. For more details, please see RSPB's standard terms and conditions.

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: See conditions outlined in Invitation to Tender document.

III.2.2. Economic and financial ability

List and brief description of conditions: Requirements set out in Invitation to Tender document.

III.2.3. Technical and professional ability

List and brief description of conditions:

See Requirements set out in Invitation to Tender document.

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

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

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 Criteria below

1. Creativity of approach. Weighting 40
2. Understanding of specification. Weighting 20
3. Relevant experience. Weighting 20
4. Cost and value for money. Weighting 20

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

IFLI Interpretation

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: 15.1.2016

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

15.1.2016 - 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

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Date: 18.1.2016 - 10:00

Place:

Meeting Room, RSPB Skinflats Reserve Office, Falkirk, Central Scotland.

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

Full details of the contract specification plus additional information are available in the attached documents.

Please complete All questions in the attached Invitation to Tender document and send back to central.procurement@rspb.org.uk (SC Ref: 421767).

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

20.11.2015