

This notice in TED website: <https://ted.europa.eu/udl?uri=TED:NOTICE:532646-2018:TEXT:EN:HTML>

**United Kingdom-Edinburgh: Dampers
2018/S 233-532646**

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

University of Edinburgh
Charles Stewart House, 9-16 Chambers Street
Edinburgh
EH1 1HT
United Kingdom
Telephone: +44 1316502508
E-mail: Nadia.Smith@ed.ac.uk
NUTS code: UKM75

Internet address(es):

Main address: <http://www.ed.ac.uk/schools-departments/procurement/supplying>
Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107

I.2) Information about joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

EC0841 Fire and Smoke Dampers — Maintenance and Reactive Works
Reference number: EC0841

II.1.2) Main CPV code

42512510

II.1.3) Type of contract

Services

II.1.4) **Short description:**

The University of Edinburgh wishes to appoint of up to 4 suppliers to provide a comprehensive testing, maintenance and reactive works service to the University covering the numerous fire and smoke dampers, fire curtains and shutters and mechanical and natural smoke control ventilators located across the various campuses' buildings throughout the University's Estate.

This project will be divided into 4 lots.

We will apply a two stage restricted procedure. For each Lot, bidders must self-certify adherence to selection criteria via the ESPD (Scotland) on PCS-T. Suppliers may be required to submit Means of Proof at a later stage. Specific selection requirements are detailed in Section III of this Notice, are the same for each lot unless otherwise indicated. When completing the ESPD, bidders must have regard for the specific requirements in this notice.

Following assessment of submitted ESPD's, we will receive tenders from shortlisted bidders.

II.1.5) **Estimated total value**

Value excluding VAT: 2 998 750.00 GBP

II.1.6) **Information about lots**

This contract is divided into lots: yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

II.2) **Description**

II.2.1) **Title:**

Accommodation

Lot No: 1

II.2.2) **Additional CPV code(s)**

50222100

42512510

II.2.3) **Place of performance**

NUTS code: UKM75

Main site or place of performance:

University of Edinburgh Accommodation Buildings, Edinburgh

II.2.4) **Description of the procurement:**

The University of Edinburgh wishes to appoint of up to four suppliers to provide a comprehensive testing, maintenance and reactive works service to the University covering the numerous fire and smoke dampers, fire curtains and shutters and mechanical and natural smoke control ventilators located across the various campuses' buildings throughout the University's Estate.

This work was previously undertaken by 3 contractors and direct operatives, however, the University is now seeking to contract out all fire and smoke dampers maintenance works to comply with statutory requirements. It is the intention of the University of Edinburgh to award the contract for a period of 3 years with the option to extend for a further year (3+1).

The Regulatory Reform (Fire Safety) Order 2005 which places a duty of care on the University of Edinburgh to take such general fire precautions as will ensure, so far as reasonably practical, the safety of the building and safety of the people within it shall apply.

The supplier with the Most Economically Advantageous Tender (MEAT) will be awarded to each lot however to mitigate any risk to University, any one organisation should be limited to winning a maximum of 2 lots, subject to satisfying the University of their capacity/capability to successfully deliver the service.

Building lists with areas noted, and whether they have smoke vent / shutter etc. in addition to fire / smoke dampers will be provided at ITT stage.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: 267 925.00 GBP

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

Duration in months: 48

This contract is subject to renewal: no

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

Lot 1 Accommodation Buildings.

This procedure will be conducted via the Public Contracts Scotland-Tender (PCS-T) Portal. All queries must be made via the PCS-T messaging system. For further instructions, please refer to the ESPD Guidance document attached to this project in PCS-T.

We will apply a two stage process:

Stage 1 - Pre-Qualification via the ESPD. The ESPD asks bidders general questions; when completing, bidders must have regard for the statements in this Notice that detail specific requirements. For each lot, bidders must:

a) Pass the Minimum Standards in ESPD Sections 4A, 4B, and 4D in the PCS-T Qualification envelope.

Statements for these questions can be found in Sections III.1.1, III.1.2, and III.1.3 of this Notice and are the same for all lots.

b) Complete the scored ESPD Section 4C (Technical and Professional ability) found in the PCS-T Technical envelope. Statements for these questions can be found in Section III.1.3 of this Notice and are the same for all lots. Section 4C will be scored as per the scoring methodology detailed below. The six highest scoring bidders, who score 50 percent and above, will be invited to submit a tender.

Stage 2 - Invitation to Tender (ITT) and submission of shortlisted bidder tender returns. These must be received no later than the date and time detailed within the ITT documentation.

Objective Criteria for Shortlisting - ESPD 4C question scoring methodology:

0 – Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

1 – Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion 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.

Scored ESPD Section 4C question weighting:

4C.1.2 Experience Statement 1 (30 percent)

4C.1.2 Experience Statement 2 (20 percent)

4C.1.2 Experience Statement 3 (15 percent)

4C.4 Supply Chain Management (10 percent)

4C.6 Technical Bodies Statement 2 (15 percent)

4C.7 Environmental Management Measures (10 percent)

4.10 Subcontract (For Information Only)

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

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 there are any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) **Description**

II.2.1) **Title:**

Kings Buildings

Lot No: 2

II.2.2) **Additional CPV code(s)**

42512510

50222100

II.2.3) **Place of performance**

NUTS code: UKM75

II.2.4) **Description of the procurement:**

The University of Edinburgh wishes to appoint of up to four suppliers to provide a comprehensive testing, maintenance and reactive works service to the University covering the numerous fire and smoke dampers, fire curtains and shutters and mechanical and natural smoke control ventilators located across the various campuses' buildings throughout the University's Estate.

This work was previously undertaken by three contractors and direct operatives, however, the University is now seeking to contract out all Fire and Smoke Dampers maintenance works to comply with statutory requirements. It is the intention of the University of Edinburgh to award the contract for a period of three years with the option to extend for a further year (3+1).

The Regulatory Reform (Fire Safety) Order 2005 which places a duty of care on the University of Edinburgh to take such general fire precautions as will ensure, so far as reasonably practical, the safety of the building and safety of the people within it shall apply.II2.

The supplier with the Most Economically Advantageous Tender (MEAT) will be awarded to each Lot however to mitigate any risk to University, any one organisation should be limited to winning a maximum of two Lots, subject to satisfying the University of their capacity/capability to successfully deliver the Service.

Building lists with areas noted, and whether they have smoke vent / shutter etc. in addition to fire / smoke dampers will be provided at ITT stage.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: 639 775.00 GBP

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

3 years with the option to extend for a further year (3+1).

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

This procedure will be conducted via the Public Contracts (Scotland) Tender (PCS-T portal). All queries must be via the PCS-T messaging system. For further instructions, please refer to the ESPD guidance document attached to this project in PCS-T.

Lot 2 Kings Buildings

This procedure will be conducted via the Public Contracts Scotland-Tender (PCS-T) Portal. All queries must be made via the PCS-T messaging system. For further instructions, please refer to the ESPD Guidance document attached to this project in PCS-T.

We will apply a two stage process:

Stage 1 - Pre-Qualification via the ESPD. The ESPD asks bidders general questions; when completing, bidders must have regard for the statements in this Notice that detail specific requirements. For each lot, bidders must:

a) Pass the Minimum Standards in ESPD Sections 4A, 4B, and 4D in the PCS-T Qualification envelope.

Statements for these questions can be found in Sections III.1.1, III.1.2, and III.1.3 of this Notice and are the same for all lots.

b) Complete the scored ESPD Section 4C (Technical and Professional ability) found in the PCS-T Technical envelope. Statements for these questions can be found in Section III.1.3 of this Notice and are the same for all lots. Section 4C will be scored as per the scoring methodology detailed below. The six highest scoring bidders, who score 50 percent and above, will be invited to submit a tender.

Stage 2 - Invitation to Tender (ITT) and submission of shortlisted bidder tender returns. These must be received no later than the date and time detailed within the ITT documentation.

Objective Criteria for Shortlisting - ESPD 4C question scoring methodology:

0 – Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

1 – Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion 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.

Scored ESPD Section 4C question weighting:

4C.1.2 Experience Statement 1 (30 percent)

4C.1.2 Experience Statement 2 (20 percent)

4C.1.2 Experience Statement 3 (15 percent)

4C.4 Supply Chain Management (10 percent)

4C.6 Technical Bodies Statement 2 (15 percent)

4C.7 Environmental Management Measures (10 percent)

4.10 Subcontract (For Information Only)

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

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 there are any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) **Description**

II.2.1) **Title:**

Med & Vets Buildings

Lot No: 3

II.2.2) **Additional CPV code(s)**

42512510

50222100

II.2.3) **Place of performance**

NUTS code: UKM75

II.2.4) **Description of the procurement:**

The University of Edinburgh wishes to appoint of up to four suppliers to provide a comprehensive testing, maintenance and reactive works service to the University covering the numerous fire and smoke dampers, fire curtains and shutters and mechanical and natural smoke control ventilators located across the various campuses' buildings throughout the University's Estate.

This work was previously undertaken by three contractors and direct operatives, however, the University is now seeking to contract out all Fire and Smoke Dampers maintenance works to comply with statutory requirements.

It is the intention of the University of Edinburgh to award the contract for a period of three years with the option to extend for a further year (3+1).

The Regulatory Reform (Fire Safety) Order 2005 which places a duty of care on the University of Edinburgh to take such general fire precautions as will ensure, so far as reasonably practical, the safety of the building and safety of the people within it shall apply.II2.

The supplier with the Most Economically Advantageous Tender (MEAT) will be awarded to each Lot however to mitigate any risk to University, any one organisation should be limited to winning a maximum of two Lots, subject to satisfying the University of their capacity/capability to successfully deliver the Service.

Building lists with areas noted, and whether they have smoke vent / shutter etc. in addition to fire / smoke dampers will be provided at ITT stage.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

II.2.6) **Estimated value**

Value excluding VAT: 1 353 775.00 GBP

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

3 years with the option to extend for a further year (3+1).

II.2.9) **Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

Lot 3 Meds & Vets Building

This procedure will be conducted via the Public Contracts (Scotland) Tender (PCS-T portal). All queries must be via the PCS-T messaging system. For further instructions, please refer to the ESPD guidance document attached to this project in PCS-T.

This procedure will be conducted via the Public Contracts Scotland-Tender (PCS-T) Portal. All queries must be made via the PCS-T messaging system. For further instructions, please refer to the ESPD Guidance document attached to this project in PCS-T.

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b) Complete the scored ESPD Section 4C (Technical and Professional ability) found in the PCS-T Technical envelope. Statements for these questions can be found in Section III.1.3 of this Notice and are the same for all lots. Section 4C will be scored as per the scoring methodology detailed below. The six highest scoring bidders, who score 50 percent and above, will be invited to submit a tender.

Stage 2 - Invitation to Tender (ITT) and submission of shortlisted bidder tender returns. These must be received no later than the date and time detailed within the ITT documentation.

Objective Criteria for Shortlisting - ESPD 4C question scoring methodology:

0 – Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

1 – Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate previous relevant experience/capacity/capability.

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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.

Scored ESPD Section 4C question weighting:

4C.1.2 Experience Statement 1 (30 percent)

4C.1.2 Experience Statement 2 (20 percent)

4C.1.2 Experience Statement 3 (15 percent)

4C.4 Supply Chain Management (10 percent)

4C.6 Technical Bodies Statement 2 (15 percent)

4C.7 Environmental Management Measures (10 percent)

4.10 Subcontract (For Information Only)

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

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 there are any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) **Description**

II.2.1) **Title:**

Central & Holyrood Buildings

Lot No: 4

II.2.2) **Additional CPV code(s)**

42512510

50222100

II.2.3) **Place of performance**

NUTS code: UKM75

II.2.4) **Description of the procurement:**

The University of Edinburgh wishes to appoint of up to four suppliers to provide a comprehensive testing, maintenance and reactive works service to the University covering the numerous fire and smoke dampers,

fire curtains and shutters and mechanical and natural smoke control ventilators located across the various campuses' buildings throughout the University's Estate.

This work was previously undertaken by three contractors and direct operatives, however, the University is now seeking to contract out all Fire and Smoke Dampers maintenance works to comply with statutory requirements. It is the intention of the University of Edinburgh to award the contract for a period of three years with the option to extend for a further year (3+1).

The Regulatory Reform (Fire Safety) Order 2005 which places a duty of care on the University of Edinburgh to take such general fire precautions as will ensure, so far as reasonably practical, the safety of the building and safety of the people within it shall apply.112.

The supplier with the Most Economically Advantageous Tender (MEAT) will be awarded to each Lot however to mitigate any risk to University, any one organisation should be limited to winning a maximum of two Lots, subject to satisfying the University of their capacity/capability to successfully deliver the Service.

Building lists with areas noted, and whether they have smoke vent / shutter etc. in addition to fire / smoke dampers will be provided at ITT stage.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

II.2.6) **Estimated value**

Value excluding VAT: 758 275.00 GBP

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

3 years with the option to extend for a further year (3+1).

II.2.9) **Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

Lot 4 Central & Holyrood Buildings

This procedure will be conducted via the Public Contracts (Scotland) Tender (PCS-T portal). All queries must be via the PCS-T messaging system. For further instructions, please refer to the ESPD guidance document attached to this project in PCS-T.

We will apply a two stage process:

Stage 1 - Pre-Qualification via the ESPD. The ESPD asks bidders general questions; when completing, bidders must have regard for the statements in this Notice that detail specific requirements. For each lot, bidders must:

a) Pass the Minimum Standards in ESPD Sections 4A, 4B, and 4D in the PCS-T Qualification envelope.

Statements for these questions can be found in Sections III.1.1, III.1.2, and III.1.3 of this Notice and are the same for all lots.

b) Complete the scored ESPD Section 4C (Technical and Professional ability) found in the PCS-T Technical envelope. Statements for these questions can be found in Section III.1.3 of this Notice and are the same for all lots. Section 4C will be scored as per the scoring methodology detailed below. The six highest scoring bidders, who score 50 percent and above, will be invited to submit a tender.

Stage 2 - Invitation to Tender (ITT) and submission of shortlisted bidder tender returns. These must be received no later than the date and time detailed within the ITT documentation.

Objective Criteria for Shortlisting - ESPD 4C question scoring methodology:

0 – Unacceptable. Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

1 – Poor. Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion 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.

Scored ESPD Section 4C question weighting:

4C.1.2 Experience Statement 1 (30 percent)

4C.1.2 Experience Statement 2 (20 percent)

4C.1.2 Experience Statement 3 (15 percent)

4C.4 Supply Chain Management (10 percent)

4C.6 Technical Bodies Statement 2 (15 percent)

4C.7 Environmental Management Measures (10 percent)

4.10 Subcontract (For Information Only)

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

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 there are 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**

III.1.2) **Economic and financial standing**

List and brief description of selection criteria:

Bidders will be required to have the following minimum "general" yearly turnover for the last [3] years:

Lot 1 Accommodation: 267 925,00

Lot 2 Kings Buildings 639 775,00

Lot 3 Med and Vets Buildings 1 353 775,00

Lot 4 Central and Holyrood Buildings 758 275,00

ESPD 4B.3 Statement

Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up/started trading.

ESPD 4B.5.1 Statement

For all lots, 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 = 5 000 000 GBP

Public Liability Insurance = 10 000 000 GBP

Professional Indemnity insurance = 1 000 000 GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

ESPD 4B.6 Statement 1

Where the bidder is providing a submission on behalf of a subsidiary company, upon request, the bidder must obtain a parent company guarantee prior to commencement of any subsequently awarded contract.

ESPD 4B.6 Statement 2

Bidders will be required to provide adequate assurance of financial strength to successfully complete their contractual obligations.

Bidders must be able to provide upon request, their 3 most recent sets of annual audited accounts, including profit and loss information, and the following ratios:

— current ratio

— quick ratio

— debtors turnover ratio

— return on assets

— working capital

— debt to equity ratio

— gross profit ratio

A review of your ratios and audited accounts may be undertaken. In some cases this review may lead to an additional request for further financial information to help clarify any potential issues raised.

This information may be used to assess financial sustainability.

III.1.3) **Technical and professional ability**

List and brief description of selection criteria:

For all Lots:

ESPD 4C.1.2 Statement 1

4C.1.2 For public supply and public service contracts only, please provide relevant examples of supplies and/or services carried out during the last three years as specified in the Contract Notice:

(Examples from both public and/or private sector customers and clients may be provided): ESPD 4C.1.2

Statement 1

Bidders will be required to provide three examples of works carried out during the past three years that demonstrate that you have experience to deliver the works described in the OJEU Contract Notice which are similar in value and complexity of estate.

Bidder's examples should include but are not limited to the following details in their service provision examples:

Detailed description of the service (including detail of whether the service was planned or reactive);

Value of the contract/service;

Contract period;

Complexity of estate worked on;

Description of any reactive / replacement installation service provided; and

Details of multi/complex stakeholder engagement.

Your response should be limited to no more than 3 pages (1 page per example).

ESPD ref. 4C1.2 Statement 2.

A proven ability to manage the various elements of service delivery of this contract should be evidenced. Based on the examples described in Question 1 above, Bidders are required to describe what their practical methods were for managing the following aspects of their contract:

Accuracy of recording of work undertaken;

Quality of finished work presented for inspection by the customer, including management of Any sub-contractors' work packages;

Communication with all stakeholders, including customers' staff and all interested third parties; and

Management and rectification of any defects identified by the customers' contract management staff.

Your response should be limited to no more than 2 pages.

ESPD ref. 4C.1.2 Statement 3.

A positive health and safety culture is of paramount importance to the University. Bidders are required to describe in detail how they have pro-actively managed the Health & Safety issues of current and past contracts, with particular emphasis on the safety of employees and all third parties affected by their works. Responses should identify any examples of work within sensitive or hazardous environments, e.g., laboratories, animal houses and areas where asbestos may be present, etc. and deal with issues of:

Working at height,

Working in confined spaces (e.g. ceiling voids) and

Working around live building services.

Your response should be limited to no more than 2 pages.

4C.4 Please provide a statement of the relevant supply chain management and/or tracking systems used:

Bidders are required to provide details of how they manage reporting with other customers including details of monitoring the work through KPIs. Your response should include a flow chart highlighting the adopted procedure. Please provide detail of what measures are in place to ensure reporting is completed on time and to a high standard.

Your response should be limited to no more than 2 pages.

4C.6 The following educational and professional qualifications are held by:

Your response should include information about how your contract / maintenance managers are developed and supported in their role.

Bidders are required to demonstrate that they have the relevant qualifications, continued professional development and competence within their team to deliver contracts similar in size and complexity to this contract.

4C.7 Please provide details of the environmental management measures which the bidder will be able to use when performing the contract: The University is committed to understand, explain and deliver on its ambition to be a leading socially responsible and sustainable University. Bidders are required to provide details of their current environmental management measures with regard to the disposal of waste (including any hazardous materials) and any innovative measures they have employed to reduce / offset their carbon footprint.

Minimum level(s) of standards possibly required:

For all Lots:

ESPD 4D.1 1st Statement Quality Management. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent).

ESPD 4D.1 2nd Statement Health and Safety. 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,

in 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.

ESPD 4D1.1 1st Statement Quality Management. If the bidder does not hold UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent), then the bidder must have the following:

A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has and continues to implement a quality management policy that is authorised by their Chief Executive, or equivalent, and is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

ESPD 4D1.1 2nd Statement Health and Safety. If the bidder does not hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, in 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, then the bidder must have the following:

A regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or equivalent. The policy must be relevant to the nature and scale relevant to the nature and scale of your operations and set out responsibilities for H&S management at all levels within the organisation. The policy must be relevant operations and set out your company's responsibilities of H&S management and compliance with legislation.

NOTE: Organisations with fewer than five employees are not required by law to have a documented policy statement.

ESPD 4D.2 Statement

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

ESPD 4D.2.1 Statement

If the bidder does not hold UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate, then the bidder must have the following:

A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. This policy must include and describe the bidder's environmental emergency response procedures including the preparedness and response procedures for potential accidents and emergency response situations that give rise to significant environmental impacts (for example hazardous substances spill control).

III.1.5) Information about reserved contracts

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

III.2.2) Contract performance conditions:

AS detailed within the ITT documentation.

III.2.3) Information about staff responsible for the performance of 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.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**
- IV.1.6) **Information about electronic auction**
- 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.2.1) **Previous publication concerning this procedure**
- IV.2.2) **Time limit for receipt of tenders or requests to participate**
Date: 18/01/2019
Local time: 12:00
- IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**
Date: 20/02/2019
- 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**
- IV.2.7) **Conditions for opening of tenders**

Section VI: Complementary information

- VI.1) **Information about recurrence**
This is a recurrent procurement: yes
Estimated timing for further notices to be published:
Tendering process for renewal of this contract is likely to be approx. 12 months prior to the expiry of the contract.
- VI.2) **Information about electronic workflows**
- VI.3) **Additional information:**
Note: Bidders and subcontractors engaged in the delivery of this contract may be excluded if they have not met applicable social, environmental and labour obligations under national, EU, and international law (as indicated in ESPD section 3D). Without prejudice to any relevant obligations, suppliers should note that this includes obligations for certain organisations under:
— the Modern Slavery Act 2015 (available at <http://www.legislation.gov.uk/ukpga/2015/30/contents/enacted>),
— the ILO conventions and other measures listed in Annex X of Directive 2014/24/EU (available at <http://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:32014L0024&from=EN>),
— the Equality Act 2010, in regards to the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (available at <https://www.legislation.gov.uk/ukpga/2010/15/contents>),
— the Employment Relations Act 1999 (Blacklists) Regulations 2010 (<http://www.legislation.gov.uk/uksi/2010/493/contents/made>) - this is grounds for mandatory exclusion or termination at any procurement or contract stage.
At any stage, bidders and/or relevant subcontractors may be required to provide statements and means of proof demonstrating their compliance with these obligations or the reliability of their self-cleansing measures, including the annual statement as provided for by Section 54 of the Modern Slavery Act for organisations with a turnover of 36 000 000 GBP or over.
The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 8335. For more information see: <http://www.publiccontractscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

The University intends to work in partnership with the Qualified Bidder(s) to identify robust, relevant and proportionate community benefits, which are intended to improve the economic, social or environmental wellbeing of Edinburgh city, the region and beyond. Such community benefits will need to support the vision and mission of the University of Edinburgh. The vision and mission of the University of Edinburgh can be found under the following link:

<http://www.ed.ac.uk/governance-strategic-planning/strategic-planning/strategic-plan/vision-and-mission>.

Details will be included within the ITT documentation and bidders will be asked at ESPD stage (for information only) of previous examples.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 12481. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>
(SC Ref:565974)

VI.4) **Procedures for review**

VI.4.1) **Review body**

University Of Edinburgh
Charles Stewart House, 9-16 Chambers Street
Edinburgh
EH1 1HT
United Kingdom
Telephone: +44 1316502508
Internet address: <http://www.ed.ac.uk/schools-departments/procurement/supplying>

VI.4.2) **Body responsible for mediation procedures**

VI.4.3) **Review procedure**

VI.4.4) **Service from which information about the review procedure may be obtained**

VI.5) **Date of dispatch of this notice:**

29/11/2018