

UK-Glasgow: central-heating installation work

2009/S 141-206753

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S):

Scottish Government on behalf of Scottish Ministers, Meridian Court, 5 Cadogan Street, Contact: Scottish Procurement Directorate, Central Government Centre of Procurement Expertise, Attn: Chris Garbutt, UK-Glasgow G2 6AT . Tel. +44 1412425595. E-mail: Chris.garbutt@scotland.gsi.gov.uk.

Internet address(es):

General address of the contracting authority: <http://www.scotland.gov.uk>.

Address of the buyer profile: http://publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482.

Further information can be obtained at: As in above-mentioned contact point(s).

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: Scottish Government on behalf of Scottish Ministers, Meridian Court, 5 Cadogan Street, Contact: Scottish Procurement Directorate, Central Government Centre of Procurement Expertise, Attn: Chris Garbutt, UK-Glasgow G2 6AT . Tel. +44 1412425595. E-mail: Chris.garbutt@scotland.gsi.gov.uk. URL: <http://www.scotland.gov.uk>.

Tenders or requests to participate must be sent to: Scottish Government on behalf of Scottish Ministers, Meridian Court, 5 Cadogan Street, Contact: Scottish Procurement Directorate, Central Government Centre of Procurement Expertise, Attn: Chris Garbutt, UK-Glasgow G2 6AT . Tel. +44 1412425595. E-mail: Chris.garbutt@scotland.gsi.gov.uk. URL: <http://www.scotland.gov.uk>.

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:

Ministry or any other national or federal authority, including their regional or local sub-divisions.
General public services.

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

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

Energy Assistance Package (Stage 4) - Managing Agent Services.

II.1.2) Type of contract and location of works, place of delivery or of performance:

Services.

Service category: No 12.

Main place of performance: Scotland.

NUTS code: UK.

II.1.3) The notice involves:

A public contract.

II.1.4) Information on framework agreement:

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

The Scottish Government is seeking to appoint a Managing Agent to deliver Stage 4 of the Energy Assistance Package (EAP) for 3 years from April 2010 to March 2013, with an option of a further extension of up to 2 years. The Energy Assistance Package was introduced on 6.4.2009 and replaced the Central Heating and Warm Deal Programmes. Eligibility for the Package, the measures which may be included and broad rules for its management are contained in the Home Energy Efficiency Scheme (Scotland) Regulations 2009.

The EAP is a four-stage process of help, as recommended by the Scottish Fuel Poverty Forum. The EAP aims to tackle all aspects of fuel poverty with an holistic approach: increase incomes, reduce fuel bills and improve the energy efficiency of homes. The Energy Saving Trust, through its ESSac network, will deliver Stages 1-3 in partnership with other service providers. A Managing Agent, appointed by and reporting directly to the Scottish Government, will deliver Stage 4 measures, and it is these services that are sought under this procurement process.

Stage 4 of the EAP is expected to be supported by Government funding of between 30 GBP and 40 000 000 GBP each year from 2010/11 onwards, though this will be varied depending on the outcome of future Spending Reviews. This funding will cover both the actual costs of conducting eligibility surveys and installing measures and Managing Agent fees for arranging the work. It is expected that this level of funding may assist in the region of 10 000 households with Stage 4 measures, though this will depend on the actual mix of measures required by eligible households.

Stage 4 of the EAP is focussed on homes with very poor energy efficiency and lived in by those householders most vulnerable to fuel poverty. Under Stage 4 of the EAP, households are entitled to a fairly wide range of draught proofing and insulation measures, and heating systems. The Managing Agent will be expected to deliver appropriate measures to all eligible households across all parts of Scotland. The Managing Agent will receive referrals from the Energy Saving Trust, survey homes to establish the eligibility of the home and the household for measures, decide the appropriate heating system and/or insulation measures for each eligible household within the guidelines set out by Scottish Ministers, and put in place arrangements to install those measures to the technical specifications required, report on the implementation of those measures, and implement associated administrative and financial procedures as required by the Scottish Government. The Managing Agent will be wholly responsible for vetting, appointing, monitoring, and otherwise for the performance of any local agents or sub-contractors. The Managing Agent will be required to ensure that all parties adhere to all relevant statutory requirements, recognised industry standards and good practice when executing works under the contract. The Managing Agent will be required to ensure that payments are made to local agents and sub-contractors upon satisfactory completion of each requirement. The Managing Agent will be required to implement Scottish Government instructions for training. The Managing Agent will be required to offer advice and support to eligible households, as instructed by the Scottish Government. The Managing Agent will support the Scottish Government's economic and social regeneration objectives.

II.1.6) **Common procurement vocabulary (CPV):**
45331100, 45321000, 45261410.

II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**
Yes.

II.1.8) **Division into lots:**
No.

II.1.9) **Variants will be accepted:**

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

II.2.1) **Total quantity or scope:**
Estimated value excluding VAT:

Range: between 150 000 000 and 200 000 000 GBP.

II.2.2) **Options:**

Yes.

Description of these options: Option to extend by a further 2 x 12 month periods.

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:**

Duration in months: 36 (from the award of the contract).

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required:**

Guarantees may be required from a parent company and/or a bank. Also, insurance cover for professional indemnity, employer and third party liability may be required.

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**

Details will be provided in the Invitation to Tender.

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

Where consortia or other groupings of contractors submit a bid, they will be bound jointly and severally. Such consortia or groupings must nominate a lead member to deal with the Scottish Government on all matters relating to this procurement exercise.

III.1.4) **Other particular conditions to which the performance of the contract is subject:**

Yes.

The Scottish Government Terms and Conditions of Contract.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**

III.2.2) **Economic and financial capacity:**

III.2.3) **Technical capacity:**

III.2.4) **Reserved contracts:**

III.3) **CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

III.3.1) **Execution of the service is reserved to a particular profession:**

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:**

Yes.

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure:**

Restricted.

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate:**

Envisaged minimum number: 5. Maximum number: 6

Objective criteria for choosing the limited number of candidates: A Pre-Qualification Questionnaire (PQQ) will be issued to interested parties and will be used to select who will be invited to tender. The PQQ will seek information consistent with Articles 29-32 of Directive 92/50/EEC.

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue:**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria:**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) **An electronic auction will be used:**

No.

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority:**

IV.3.2) **Previous publication(s) concerning the same contract:**

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

IV.3.4) **Time-limit for receipt of tenders or requests to participate:**

24.8.2009 - 13:00.

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates:**

12.10.2009.

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**

English.

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

IV.3.8) **Conditions for opening tenders:**

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT:**

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**

VI.3) **ADDITIONAL INFORMATION:**

(SC Ref:165081).

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures:**

Scottish Government on behalf of Scottish Ministers, Meridian Court, 5 Cadogan Street, UK-Glasgow G2 6AT
. E-mail: Chris.garbutt@scotland.gsi.gov.uk. Tel. +44 1412425595. URL: <http://www.scotland.gov.uk>. Fax +44 1412425599.

VI.4.2) **Lodging of appeals:**

Precise information on deadline(s) for lodging appeals: The Scottish Government will incorporate a minimum of 10 calendar day standstill period at the point of information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Applicants have 2 working days from the notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period. Such additional information should be required from the named individual in part I.1 of the Contract Notice. If an appeal regarding the award of contract has not been successfully resolved The Public Contracts (Scotland) Regulations 2006 (SSI 2006 No. 1) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rule to take action in the Sheriff Court or Court of Session. Any such action must be brought promptly (generally within 3 months). Where a contract has not been entered into the Court may order the setting aside of the award decision or order the authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages. (The purpose of

the standstill period referred to above is to allow parties to apply to the courts to set aside award decision before the contract is entered into).

VI.4.3) **Service from which information about the lodging of appeals may be obtained:**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**
23.7.2009.