

The Highland Council

HC/D&I/TS/2019 – Provision of Trades Services Framework Agreement 2019

Responses to Questions and Areas of Clarification – Form 04 - 29/07/2019

Question/Clarification	Date Received	Response
<p>1. Please can you advise if there is any negotiation on the call out time for the emergency repairs?</p> <p>We would only be bidding for the Cleaning and the Pest Control lots but feel we would not be able to make all the call out times.</p>	23/07/2019	<p>There is no negotiation over timescales. In a planned Works Order, Specifics shall be included in the documentation. In terms of Reactive Work, where the leading tenderer cannot provide the Works required under the time constraints, the Council will approach the next tenderer on the basis outline in paragraph 21 of the Invitation to Tender.</p>
<p>2. We note lot 16 for principal contractor. Our interest in the framework is largely in relation to planned works, particularly as we have been advised that this will include projects of up to £2million in value.</p> <p>We tender many projects from £100,000 to £2million for THC and are concerned that under the framework, some of these may only be available to framework contractors who have committed to carrying out small reactive maintenance works</p> <p>We support THC intent in placing as much of this work as possible with local small businesses, but are concerned that projects traditionally of interest to larger "principal contractors" are going to fall under the framework.</p> <p>Is it possible to clarify slightly the type of planned works which it is anticipated will be awarded through the framework?</p>	26/07/2019	<p>The Framework covers revenue related reactive repairs, maintenance and remedial work and can also include small amounts of capital work. These can range from £0 to £2m.</p> <p>Work at the high end of that range, typically involve elements that are out of scope of the framework, e.g design work, service, statutory consents, provision of furniture and equipment and will therefore not be tendered through the Framework.</p> <p>Works Orders at the top end of the scale, which do not incorporate those characteristics, will be rare.</p> <p>Where there is more than one discipline required, the Council shall appoint the Contractor from the Lot with the main focus of competence and shall sub-contract thereafter or the Council will separately coordinate these activities by calling off the Framework.</p>
<p>3. On the form of tender letter to be submitted, it asks me to confirm that I have taken account of subsequent</p>	27/07/2019	<p>There have been no amendments made as of 29/07/2019. Amendments will</p>

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	amendments numbered () to () inclusive. Where do I find the numbers of the amendments?		involve the Council uploading a replacement document. All tenderers shall be notified when a document has been replaced.
4.	In Section 1.12 it asks for details of the representative of the bidder. I am the proprietor of my business and am completing the tender process myself. Am I correct not to complete this as I assume that it would only require to be completed if someone was completing the tender process on my behalf?	27/07/2019	If you are not tendering as part of a group or consortium and you have completed the information about the bidder section, this is correct.
5.	I am currently on the Framework for plumbing. The minimum requirement for the new tender agreement is to have Snipef Membership and Scottish Water Byelaws relevant qualifications. I do not have the Scottish Water Byelaws qualifications currently as I did not require to. I have recently become a member of Snipef and they advised that I have to sit and pass a Water Byelaws training course within my first 12 months of membership. The next available course they have found in Scotland is not until October this year. Would you accept my tender on the proviso that I sit and pass this before the start of the new Framework in December?	27/07/2019	Proof of accreditation is verified following evaluation. If selected for award, tenderers must evidence their accreditation prior to commencement of the Framework. The verification date shall be stated in the standstill letter due to be issued following the completion of the evaluation phase.

END.