**Defence Contract Notice**

**UK-Corsham: Guard services.**

Associated Child Notices [Addendum - UK-Corsham: Guard services.](https://www.dcocontracts.mod.uk/delta/project/buyer/displayNotice.html?id=94055434&type=AdditionalInformationNoticeDefence)

**UK-Corsham: Guard services.**

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Section I: Contracting Authority
   I.1)Name, Addresses and Contact Point(s):
       Ministry of Defence, C&C, C&C
       Ministry of Defence, Spur B2, Building 405, MOD Corsham, Westwells Road, Corsham, SN13 9NR, United Kingdom
       Tel. +44 3001512679, Email: DefComrclCC-JFC3All@mod.gov.uk
       Contact: N Reader
       Main Address: www.mod.gov.uk

      Further information can be obtained at: As Above
      Specifications and additional documents: As Above
      Applications must be sent to: As Above

   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 subdivisions

   I.3) Main activity:
      Defence

   I.4) Contract award on behalf of other contracting authorities/entity:
      The contracting authority is purchasing on behalf of other contracting authorities: No

Section II: Object Of The Contract: SERVICES
   II.1)Description
      II.1.1)Title attributed to the contract by the contracting authority/entity: Provision of Guarding Services
      II.1.2)Type of contract and location of works, place of delivery or of performance: SERVICES
         Service Category: 3

         Region Codes: UKH1 - East Anglia
      II.1.3)Framework agreements: Not Provided

      II.1.5)Short description of the contract or purchase:
      Guard services. Guard Services. Provision of Guarding Services for Pathfinder Building at RAF Wyton

      II.1.6)Common Procurement Vocabulary:
         79713000 - Guard services.

      II.1.7)Information about subcontracting:
         The tenderer has to indicate in the tender any share of the contract it may intend to subcontract to third parties and any proposed subcontractor, as well as the subject-matter of the subcontracts for which they are proposed.
      II.1.8)Division into lots: No
      II.1.9)Variants will be accepted: No

   II.2)Quantity Or Scope Of The Contract
      II.2.1)Total quantity or scope (including all lots, renewals and options):
      Guarding Services. Unarmed, static manned guarding for Pathfinder Building at RAF Wyton, postcode area PE28. Pathfinder Building requires 24/7 365 days a year guarding. The future requirement is for approx 20 guards (4 shifts of 4) 4 extra working during the day. There is also a requirement for a pool of relief guards to cover leave and sickness. However, flexibility in manning numbers will be required. Guards are requested to have Developed Vetting (DV) clearance, however, at the start of the Contract a minimum of 16 DV cleared guards will be acceptable, with the remaining having Security Clearance (SC). Typical duties are to include the following list which is not exclusive. a). Controlling access to the building and to specific rooms / areas; b) managing visitors to the building (including reception duties, confirming identification, pass issue and person searches); c) Checking deliveries to the building including baggage x-ray; d) Monitoring activity in and around the building either by foot control or CCTV; e) Responding to alarms (e.g. intruder detection, fire, building management); f) Controlling emergency evacuations of the building; g) Visitor escorting duties; All guards must be willing to undertake and pass the UK Government Developed Vetting (DV) Clearance and maintain it throughout the duration of their performance in the contract.
         Estimated value excluding VAT:
         Range between: 450,000 and 870,000
         Currency: GBP

      II.2.2)Options: Yes
         If yes, description of these options: The Contract will be for 4 years with an option to extend for a further 9 months. This option will be exercised by The Authority no later than 3 months before the Contract end date.
         II.2.3)Renewals: No
   II.3)Duration Of The Contract Or Time-Limit For Completion
         Duration in months: 57 (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:
      N/A

      III.1.2)Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:
      Payment will follow delivery and acceptance of services

      III.1.3)Legal form to be taken by the group of economic operators to whom the contract is to be awarded:
      If a group of economic operators submits a bid, the group must nominate a lead organisation to deal with The Authority. The Authority shall require the group to form a legal entity before entering into the contract.

      III.1.4) Other particular conditions to which the performance of the contract is subject, in particular with regard to security of supply and security of information:
      The majority of staff (16) must be cleared to Developed Vetting (DV) before Contract Award. The remainder must be Security Cleared (SC).

The Authority reserves the right to amend any condition related to security of information to reflect any changes in national law or government policy. If any contract documents are accompanied by a Security Aspects Letter, The Authority reserves the right to amend the terms of the Security Aspects Letter to reflect any changes in national law or government policy whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies or otherwise.

TUPE obligations are applicable. The service is currently being performed by Corps of Commissionaires Management Ltd T/A Corps Security.
   III.1.5) Information about security clearance
      Candidates which do not yet hold security clearance may obtain such clearance until:2021-06-30 00:00:00.0

   III.2)Conditions For Participation
      III.2.1)Economic and financial capacity:
         Criteria regarding the personal situation of economic operators (that may lead to their exclusion) including requirements relating to enrolment on professional or trade registers.
         The Authority will apply all the offences listed in Article 39(1) of Directive 2009/81/EC (implemented as Regulation 23(1) of the Defence and Security Public Contract Regulations (DSPCR) 2011 in the UK) and all of the professional misconducts listed at Article 39(2) of Directive 2009/81/EC (see also Regulation 23(2) in the DSPCR 2011) to the decision of whether a Candidate is eligible to be invited to tender.

         A full list of these criteria are at http://www.dcocontracts.mod.uk/delta/project/reasonsForExclusion.html#dspr

         Candidates will be required to sign a declaration confirming whether they do or do not have any of the listed criteria as part of the pre-qualification process.

         Candidates who have been convicted of any of the offences under Article 39(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest (including defence and security factors) for doing so.

         Candidates who are guilty of any of the offences, circumstances or misconduct under Article 39(2) may be excluded from being selected to bid at the discretion of the Authority.

         Criteria regarding the personal situation of subcontractors (that may lead to their rejection) including requirements relating to enrolment on professional or trade registers
         Information and formalities necessary for evaluating if the requirements are met:
            Developed Vetting security clearance is required for all staff proposed to carry out any part of the contract.
      III.2.2) Economic and financial standing:
         Criteria regarding the economic and financial standing of economic operators (that may lead to their exclusion)
         (b) The presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established;

         Information and formalities necessary for evaluating if the requirements are met:
            Please provide 2 years worth of audited Annual Accounts or equivalent information as requested in the PQQ.
      III.2.3) Technical and/or professional capacity:
         Criteria regarding the technical and/or professional ability of economic operators (that may lead to their exclusion)

         (a) in the case of a supply contract requiring the siting or installation of goods, a services contract or a works contract, the economic operator's technical ability, taking into account in particular that economic operator's skills, efficiency, experience and reliability;
         (c) a statement of the principal goods sold or services provided by the supplier or the services provider in the past five years, or during a shorter period if necessary, and: (i) the dates on which the goods were sold or the services provided; (ii) the consideration received; (iii) the identity of the person to whom the goods were sold or the service were provided; (iv) any certificate issued or countersigned by that person confirming the details of the contract for those goods sold or services provided; and (v) where - (a)that person was not a contracting authority, and (b)the certificate referred to in sub-paragraph (c)(iv) is not available, any declaration by the economic operator attesting the details of the goods sold or services provided;
         (d) a statement of the technicians or technical services available to the economic operator to: (i) carry out the work under the contract, or (ii) be involved in the production of goods or the provision of services under the contract, particularly those responsible for quality control, whether or not they are independent of the economic operator;
         (e) a statement of the economic operator's: (i) technical facilities; (ii) measures for ensuring quality; (iii) study and research facilities; and (iv) internal rules regarding intellectual property;
         (f) a check carried out by the contracting authority or on its behalf by a competent official body of the member State in which the economic operator is established: (i) on the technical capacity of the economic operator; and (ii) if relevant, on the economic operator's study and research facilities and quality control measures;
         (g) in the case of works contracts, services contracts or supply contracts also covering siting and installation operations or services, the economic operator's educational and professional qualifications where the economic operator is an individual and: (i) if any, those of the economic operator's managerial staff; and (ii) those of one or more persons who would be responsible for providing the services or carrying out the work or works under the contract;
         (n) a certificate: (i) attesting conformity to quality management systems standards based on the relevant European standard; and (ii) from an independent accredited body established in any member State conforming to the European standards concerning accreditation and certification;

      III.2.4) Information about reserved contracts: Not Provided
   III.3)Conditions Specific To Service Contracts
      III.3.1)Execution of service is reserved to particular profession: Yes
      If yes, reference to relevant law, regulation or administrative provision:
      Security Industry Authority (SIA) Training required.
      III.3.2)Legal person should indicate the names and professional qualifications of the staff responsible for execution of the service: No
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: 3 and maximum number: 6
         Objective Criteria for choosing the limited number of candidates:
         Suppliers must read through this set of instructions and follow the process to respond to this opportunity.
The information and / or documents for this opportunity are available on www.contracts.mod.uk. You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password. Please note there is a password reminder link on the homepage.

Suppliers must log in, go to the Response Manager and add the following Access Code 426JGRU9HA Please ensure you follow any instructions provided to you.

The deadline for submitting your response(s) is 17/12/2020 1700. Please ensure that you allow yourself plenty of time when responding to this invite prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any difficulties please refer to the online Frequently Asked Questions (FAQS) or the User Guides or contact the MOD DCO Helpdesk by emailing support@contracts.mod.uk or call 0800 282 324

Interested suppliers are required to complete the Dynamic Pre-Qualification Questionnaire (DPQQ) to provide the Authority with information to evaluate the supplier's capacity and capability against the selection criteria.
The Authority uses the DPQQ response to create a shortlist of tenderers who:
(1) are eligible to participate;
(2) fulfil any minimum economic, financial, professional and technical standards; and
(3) best meet, in terms of capacity and capability, the selection criteria set out in this notice and the DPQQ.
Further details of the method for choosing the tenderers is set out in the DPQQ
   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: 701224378
      IV.3.2)Previous publication(s) concerning the same contract: No

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

         Payable documents: No

      IV.3.4)Time-limit for receipt of tenders or requests to participate
         Date: 17/12/2020
         Time: 17:00
      IV.3.5)Date of dispatch of invitations to tender or to participate to selected candidates: 12/01/2021
      IV.3.6)Language(s) in which tenders or requests to participate may be drawn up:         English

Section VI: Complementary Information

   VI.1)This Is A Recurrent Procurement: No
   VI.2)The contract is related to a project and/or programme financed by European Union funds: No
   VI.3)Additional Information: Please copy the following text into your contract notice. This will provide suppliers with the appropriate instruction to respond when you advertise this opportunity.

Suppliers must read through this set of instructions and follow the process to respond to this opportunity.

The information and/or documents for this opportunity are available on https://www.contracts.mod.uk/delta. You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password. Please note there is a password reminder link on the homepage.

Suppliers must log in, go to your Response Manager and add the following Access Code: 426JGRU9HA. Please ensure you follow any instruction provided to you here.

The deadline for submitting your response(s) is 17/12/2020 17:00. Please ensure that you allow yourself plenty of time when responding to this invite prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any difficulties please refer to the online Frequently Asked Questions (FAQ's) or the User Guides or contact the MOD DCO Helpdesk by emailing - support@contracts.mod.uk or call 0800 282 324.

PLEASE NOTE THE CORRECT ACCESS CODE IS 426JGRU9HA PLEASE IGNORE REFERENCES TO 3B5886E997.

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.The Authority reserves the right to amend any condition related to security of information to reflect any changes in national law or government policy. If any contract documents are accompanied by instructions on safeguarding classified information (e.g. a Security Aspects Letter), the Authority reserves the right to amend the terms of these instructions to reflect any changes in national law or government policy, whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies, or otherwise. The link below to the Gov.uk website provides information on the Government Security Classification.

https://www.gov.uk/government/publications/government-security-classifications

Advertising Regime OJEU:- This contract opportunity is published in the Official Journal of the European Union (OJEU),the MoD Defence Contracts Bulletin and www.contracts.mod.uk
Suppliers must read through this set of instructions and follow the process to respond to this opportunity.
The information and/or documents for this opportunity are available on http://www.dcocontracts.mod.uk.
You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password. Please note there is a password reminder link on the homepage.
Suppliers must log in, go to your Response Manager and add the following Access Code: 3B5886E997.

Please ensure you follow any instruction provided to you here.
The deadline for submitting your response(s) is detailed within this contract notice, you will also have visibility of the deadline date, once you have added the Access code via DCO as the opening and closing date is visible within the opportunity.
Please ensure that you allow yourself plenty of time when responding to this opportunity prior to the closing date and time, especially if you have been asked to upload documents.
If you experience any difficulties please refer to the online Frequently Asked Questions (FAQs) or the User Guides or contact the MOD DCO Helpdesk by emailing support@contracts.mod.uk or Telephone 0800 282 324.

   VI.4)Procedures For Appeal
      VI.4.1)Body responsible for appeal procedures:
       Ministry of Defence, C&C, C&C
       Corsham, United Kingdom

      VI.4.2)Procedures for appeal: Not Provided

      VI.4.3)Service from which information about the lodging of appeals may be obtained:
            Not Provided

   VI.5) Date Of Dispatch Of This Notice: 17/11/2020

ANNEX A