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NOTIFICATION TECHNICAL:	YES
NOTIFICATION PUBLICATION:	YES

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) **Name and addresses**

Wychavon District Council
Civic Centre, Queen Elizabeth Drive
Pershore
WR10 1PT
United Kingdom
Contact person: Caroline Smith
Telephone: +44 1386565433
E-mail: procurement@wychavon.gov.uk
NUTS code: UKG12

Internet address(es):

Main address: <http://www.wychavon.gov.uk>
Address of the buyer profile: <http://www.wychavon.gov.uk>

I.2) **Joint procurement**

I.3) **Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://procontract.due-north.com>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <https://procontract.due-north.com>

I.4) **Type of the contracting authority**

Regional or local authority

I.5) **Main activity**

General public services

Section II: Object

II.1) **Scope of the procurement**

II.1.1) **Title:**

Open Spaces and Verge Maintenance

II.1.2) **Main CPV code**

77310000

II.1.3) **Type of contract**

Services

II.1.4) **Short description:**

Contract for the provision of open space and verge maintenance to include but not limited to grass cutting ,weed control, shrub maintenance, hedge cutting and stream work.

II.1.5) **Estimated total value**

Value excluding VAT: 4 850 000.00 GBP

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

II.2.1) **Title:**

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

77314000

77342000

77314100

77312100

77312000

77120000

II.2.3) **Place of performance**

NUTS code: UKG12

Main site or place of performance:

The district of Wychavon

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

The Council are seeking to appoint a Supplier to provide open space and verge maintenance for all open spaces and verges within the district of Wychavon. The main objective of the contract is to provide a high quality, efficient and effective service for with a strong emphasis on value for money throughout the life of the contract. An overview of the service to be provided is shown below.

- Local Depot/s -The contractor shall provide a base site/s in or very close to the district of Wychavon from which to run this contract. There is a need to operate an environmentally sound practice. The authority will need to approve the location of the site/s and facilities before the start of the contract.
- Green waste composting -The Contractor is to recycle the green waste from this contract. A certain amount of good quality compost made from the green waste will be required for reuse on the contract. It will be the Contractors responsibility to find uses/customers/ functions for the remainder of the recycled green waste. All associated costs for Green waste recycling are to be included as part of the Contractors costs in running the contract.
- General Waste - All non compostable waste is to be taken to any approved disposal facility. All costs associated are to be included in the rates specified in the Bills of Quantities.
- Supply of plants -The Contractor will not usually be expected to supply any trees, shrubs, bulbs or other plants for the contract. If these are required they will be paid for on an individual basis.
- Materials -The Contractor will supply all materials needed to carry out the work of the contract such as turf, grass seed, tree irrigation pipes, rabbit guards, fertiliser and herbicides. The cost of these is to be included in rates within the Bills of Quantities. The only materials that the client will supply and should therefore not be included within the Bills of Quantities rates are trees, shrubs, herbaceous plants and bulbs.

Scope of the work

- Grass cutting on the Worcestershire County Council (WCC) owned verges in the towns of Droitwich Spa, Evesham and Pershore.
- Grass cutting on the open spaces belonging to WDC in the towns of Droitwich Spa, Evesham and Pershore.
- Shrub maintenance on WCC owned verges in the towns of Droitwich Spa, Evesham and Pershore.
- Shrub maintenance on the open spaces belonging to WDC in the towns of Droitwich Spa, Evesham and Pershore.
- Stream and hedge work on open spaces in the towns of Droitwich Spa, Evesham, and Pershore.
- Grass cutting and weed control on the hard surfaces around the Civic Offices and Hospital in Pershore.

- Shrub bed maintenance around car parks in the three towns and the village of Broadway.
- Grass cutting, shrub maintenance, hedge cutting and stream work on land in the villages belonging to WDC. These areas of land are not generally extensive as the parishes themselves manage most village land.
- Planting of new shrubs and trees as required on areas of the contract. We have a programme of renewal of a small percentage of the stock each year.
- Occasional new grass areas and shrub area as the public open spaces on new developments are adopted.
- Fortis Housing Association land – it is very likely but not a certainty that this contract will include grass cutting, shrub maintenance, hedge cutting and hard surface spraying for a small amount of land in the district owned by Fortis Housing Association. This land ownership is mainly in the Evesham and Pershore area but there are some other sites in the village of Wychbold. This is shown as an option on the contract bill of quantities as Fortis does not guarantee to accept any quote.
- The contract does not include rural verges at the present time
- The Contractor shall provide the maintenance services in accordance with the detailed programme of work shown in the specification.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 4 850 000.00 GBP

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

Start: 01/04/2017

End: 31/03/2027

This contract is subject to renewal: yes

Description of renewals:

Initial contract for 5 years plus a further extension for 5 years (5+5)

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

Envisaged minimum number: 3

Maximum number: 8

Objective criteria for choosing the limited number of candidates:

As detailed in the Pre Qualification Questionnaire (PQQ)

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**

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**

Selection criteria as stated in the procurement documents

- III.1.3) **Technical and professional ability**
Selection criteria as stated in the procurement documents
- 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:**
- 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: 01/08/2016
Local time: 12:00
- IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**
Date: 12/09/2016
- 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**
Duration in months: 6 (from the date stated for receipt of tender)
- IV.2.7) **Conditions for opening of tenders**

Section VI: Complementary information

- VI.1) **Information about recurrence**
This is a recurrent procurement: no
- VI.2) **Information about electronic workflows**
Electronic ordering will be used
Electronic invoicing will be accepted
Electronic payment will be used
- VI.3) **Additional information:**
The Councils are using the e-procurement portal known as the Due North Pro-Contract portal <https://procontract.due-north.com> to conduct this procurement exercise.
To gain access to the pre qualification questionnaire (PQQ) document, tenderers will need to register their company details at the above website. Once registered, tenderers will be emailed a log-in and password which will allow them to gain access to the tender documents. Tenderers will need to electronically submit

an expression of interest and an electronic copy of the PQQ will be sent as an attachment. Tenderers should submit their completed PQQ document and accompanying documentation via the Pro-Contract on-line portal by 12:00 hours on 01/8/2016.

Any supplier questions queries will also need to be submitted via Pro-Contract portal website.

Any clarifications and further tender documents will be issued via the Pro-Contract portal.

If you have any problems or queries gaining access to the Pro-Contract portal please contact The Service desk on 01670 597136 who are available between the hours of 08:30 and 17:30 Monday to Friday (excluding UK Public Holidays).

VI.4) **Procedures for review**

VI.4.1) **Review body**

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United Kingdom

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:**

27/06/2016