

**CALL FOR EXPRESSIONS OF INTEREST**

**TO TENDER FOR THE**

**SCAFFOLDING & ROOFING: DLO SUPPORT**

**Scaffolding, Roofing and Associated works**

**Introduction:**

The Council is inviting interested contractors on Lot 1: Scaffolding & Roofing - DLO Support and Lot 2: Scaffolding Inspections, to submit formal expressions of interest to tender for scaffolding and roofing services across London Borough of Hackney.

The Council has a duty as a social housing landlord to ensure that our 30,000 tenants and leaseholders are able to reside in homes that are safe, secure and efficient. We need to ensure that we have the appropriate contracts in place to deliver an effective responsive repair service across all of our housing stock delivering excellent service to all of our tenants and leaseholders.

The Council is now considering using a Restricted /Competitive Flexible Procedure exercise to appoint two contractors to service the scaffolding and roofing element for repairs. As part of this process the Council will prepare an invitation to tender and requirements for the procurement activity. Prospective contractors will need to demonstrate how they will meet the requirements of the tender brief when preparing their bid submissions to tender for the opportunity.

The Council is seeking to procure and appoint two contractors covering the borough with a 60/40 split geographically to carry out the roof repairs and provide scaffolding for the DLO. The highest scoring bidder will be awarded Lot 1A and the second highest scoring bidder will be awarded Lot 1B. The Council is also seeking to procure and appoint one service provider to cover the borough to carry out scaffolding inspections. The highest scoring bidder will be awarded the contract. The contractor will not be awarded both lots of this procurement exercise. The Council is committed to engaging the community and local stakeholders in the preparation of the tender package.

This is an exciting opportunity for all contractors including SMEs to contribute as a part of the supply chain within the direct labour organisation.

**1: Expressions of Interest**

**Lot 1: Scaffolding and Roofing**

Invitations for the Expression of Interest to tender will be issued to all contractors on the ProContract platform. Once expressions of interest are received, the Council shall then determine whether this strategy to procure this contract is feasible. The council expects to tender via a Restricted / Flexible competitive tender procedure for this opportunity. This will be an open invitation for the SQ stage from which 8 successful bidders will be invited to the tender stage.

**Lot 2: Scaffolding Inspections**

Invitations for the Expression of Interest to tender will be issued to all contractors on the ProContract platform. Once expressions of interest are received, the Council shall then determine whether this strategy to procure this contract is feasible. The council expects to tender via a Restricted / Flexible competitive tender procedure for this opportunity. This will be an open invitation for the SQ stage from which 6 successful bidders will be invited to the tender stage.

## 2: Tender Process

Following the consideration of Expressions of Interest, the suppliers will then be invited to tender. Further communications will be via ProContract.

It is anticipated that the tender documents will be formally released in winter 2024. Tenders will be reviewed against the Council’s standard procurement review process.

## 3. The Site

| **Area** | **Postcode** | **Nr of Dwellings** | **Percentage** |
| --- | --- | --- | --- |
| North | N16 6\*\*  N16 7\*\*  E5 8\*\*  E5 9\*\* | 4666 | 15.55% |
| West | N4 1\*\*  N4 2\*\*  N5 1\*\*  N5 2\*\*  N15 6\*\*  N16 5\*\*  N16 0\*\*  N16 8\*\*  N16 9\*\* | 5597 | 18.65% |
| South | E8 2\*\*  E8 3\*\*  E8 4\*\*  E2 8\*\*  E2 7\*\*  E1 6\*\*  EC1V1  EC1V9  EC2A3  EC2A4  EC2A2  EC2A4  N1 3\*\*  N1 4\*\*  N1 5\*\*  N1 6\*\*  N1 7\*\* | 12051 | 40.16% |
| East | E10 7\*\*  E10 5\*\*  E5 2\*\*  E5 0\*\*  E9 5\*\*  E9 6\*\*  E9 7\*\*  E8 1\*\* | 7696 | 25.64% |

**Lot 1: Scaffolding and Roofing**

There will be two contractors allocated to the borough with a 60/40 split geographically. Lot 1A will have the West and South of Hackney which is Circa 60% - 17648 dwellings. Lot 1B will have the North and East of Circa 40% - 12362 dwellings.

The Council’s objectives for the project:

* To deliver repairs on roofing with scaffolding if required.
* To deliver scaffolding for the in-house direct labour organisation.

**Lot 2: Scaffolding Inspections**

There will be one contractor allocated to the borough. Lot 2 will cover the West, South, East and North of Hackney which is Circa 30,010 dwellings.

The Council’s objectives for the project:

* To ensure scaffolding is complete as per legislation and regulations.
* To ensure that inspections are carried out and recorded on a council shared system
* To ensure that inspections are carried out in a timely manner to prevent delays with project delivery

## 4. The Scope

**Lot 1: Scaffolding and Roofing**

The Council seeks to procure the services of a roofing and scaffolding contractor to work with the direct labour organisation, residents and stakeholder organisations to perform reactive repairs to roofing or provide scaffolding for the direct labour organisation. The contract value per year excluding the 60/40 split is approximately £2M. The breakdown of the £2M is as follows, £1M for roofing and £1M for scaffolding. The Council is seeking to procure this contract for a total contract term of 4 years. The appointed contractor will;

* Erect/strike scaffolding as requested by Hackney direct labour organisation
* Provide roofing repairs with and without scaffolding as requested by Hackney direct labour organisation
* Lead the process and manage any required sub-contractors
* Provide repairs to any associated works part of the roofing repair

The contractor will provide information whether both the scaffolding and roofing can be completed in-house and the distribution of the operatives. The contractor should outline whether they seek to appoint sub-contractors to support the repairs. If so, the proportion of works which will be subcontracted to provide support. There is a requirement to complete all works in house, the Council are seeking to gauge the market to understand how the works can be completed to tailor the procurement.

**Lot 2: Scaffolding Inspections**

The Council seeks to procure the services of scaffolding inspections to work with the direct labour organisation, residents and stakeholder organisations to perform inspections on scaffolding for the direct labour organisation. The contract value per year is approximately £0.3M. The Council is seeking to procure this contract for a total contract term of 4 years. The appointed contractor will;

* To ensure scaffolding is complete as per legislation and regulations.
* To ensure that inspections are carried out and recorded on a council shared system
* To ensure that inspections are carried out in a timely manner to prevent delays with project delivery

The contractor will provide information if the scaffolding inspections are carried out in-house and the distribution of the operatives. The contractor should outline whether they seek to appoint sub-contractors to support the repairs. If so, the proportion of works which will be subcontracted to provide support. The Council’s preference is to complete all works in house, the Council are seeking to gauge the market to understand how the works can be completed to tailor the procurement.

## 5. Eligibility

We are inviting expressions of interest to tender from contractors on ProContract.

Your company must be registered as a supplier on the Procontract e-tendering portal, to submit your Expression of Interest, please take 10 minutes to register on this system if you are not registered with Proactis/ProContract already: [https://procontract.due-north.com](https://procontract.due-north.com/Login)

The successful consultant must take out and maintain adequate insurance on appointment:

* £5 million professional indemnity insurance, being for a single claim or series of claims.
* £10 million public liability insurance.
* Employer’s liability insurance as required by law.

**6. Expression of Interest submission details:**

Please submit your Expression of Interest via ProContract (Ref.) by responding to the supplier response form and uploading back on the portal. The deadline for responses is **12:00 on 25th July 2024.**

**7. Indicative Tender Dates**

**SQ Tender Live date:** November 2024

**SQ Tender Return date**: December 2024

**ITT Tender Live date:** January 2025

**ITT Tender Return date**: February 2025

**Proposed Contract Start date**: May 2025

**Anticipated Contract Duration:** 48 Months with the option to extend twice for an additional 12 months each

## 8. Queries

If you have any queries about the Expressions of Interest Form and process, please submit your queries via the message function on ProContract.

Queries will only be responded to during normal working office hours from 9am-5pm.

**Supplier Response Form** (To be completed and returned via Procontract)

| **Name of organisation** |  |
| --- | --- |
| **Full name of lead contact** |  |
| **Role at organisation** |  |
| **Lead contact email address** |  |
| **Lead contact phone number** |  |

**We are interested to Participate in this Opportunity -**

As part of your Expression of Interest please submit details of the following to assist in gauging the interest within the market for this contract. ***Provide the distribution of works which will be done with in house direct labour and externally, provide additional information on the number of direct labour operatives that are available to be used on this contract, Present this on one A4 page.*** Your submission must address the capabilities outlined below:

Clearly state whether the interest is for LOT 1: Scaffolding and roofing or LOT 2: Scaffolding Inspections

**LOT 1**

* Number of operatives which will be employed or allocated on this contract with the contract value at approximately £2M per year with £1M being distributed to roofing, and £1M for scaffolding. Preferably on a table.
* Outline whether one of the two trades will be subcontracted or both trades will be subcontracted or both trades are done in house with the direct labour.
* Outline the percentage of works that will be subcontracted if there is inhouse direct labour and support is required from subcontractors.
* Can you provide information on various methods of working on roofs through other equipment other than scaffolding to provide value for money for the Council?

**LOT 2**

* Number of operatives which will be employed or allocated on this contract with the contract value at approximately £0.3M per year. Preferably on a table.
* Outline whether the inspections will be subcontracted.
* Outline the percentage of works that will be subcontracted if there is inhouse direct labour and support is required from subcontractors.

Your response will not be scored and this is to gauge interest within the market for this contract that the Council are seeking to procure.

| **Date** |  |
| --- | --- |
| **Signature** |  |

**Below is only to be completed if you are unable to submit an Expression of Interest**

**Declining Your Interest In this Opportunity**

We are unable to submit a EOI for the project described for the following reason/s

Please note - In addition to providing your reason/s for declining the opportunity, Please advise if there are any specific factors that if changed (such as changing the project timetable or certain requirements) would allow you to submit a Tender.

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