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Tender

Provision of Fuel Card Services

Southend City Council

F02: Contract notice

Notice identifier: 2024/S 000-000479

Procurement identifier (OCID): ocds-h6vhtk-042b54

Published 8 January 2024, 11:48am

Section I: Contracting authority

I.1) Name and addresses

Southend City Council

Civic Centre, Victoria Avenue

Southend-on-Sea

SS2 6YL

Email

procurementadvisors@southend.gov.uk

Telephone

+44 1702215000

Country

United Kingdom

Region code

UKH31 - Southend-on-Sea

Internet address(es)

Main address

<http://www.southend.gov.uk/>

Buyer's address

<http://www.southend.gov.uk/>

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 above-mentioned 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

Provision of Fuel Card Services

Reference number

DN704889

II.1.2) Main CPV code

- 09000000 - Petroleum products, fuel, electricity and other sources of energy

II.1.3) Type of contract

Supplies

II.1.4) Short description

Southend-on-Sea City Council (the “Council”) currently has a fuel card service contract in place to purchase approximately 55,000 litres of ULSD diesel per annum for its current fleet of 82 vehicles. The current fuel card solution provider processes approximately 1,084 transactions per annum.

The Council is looking to continue with a fuel card solution to allow its fleet to purchase fuel at a variety of retail fuel outlets across Southend-on-Sea. The more retail outlets that the fuel card service covers, then the less distance needs to be driven to get to a fuel outlet. The corresponding reduction of fuelling journeys will reduce wear and the impact on the environment thus lowering the overall carbon footprint.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH31 - Southend-on-Sea

II.2.4) Description of the procurement

Southend-on-Sea City Council (the “Council”) currently has a fuel card service contract in place to purchase approximately 55,000 litres of ULSD diesel per annum for its current fleet of 82 vehicles. The current fuel card solution provider processes approximately 1,084 transactions per annum.

The Council is looking to continue with a fuel card solution to allow its fleet to purchase fuel at a variety of retail fuel outlets across Southend-on-Sea. The more retail outlets that the fuel card service covers, then the less distance needs to be driven to get to a fuel outlet. The corresponding reduction of fuelling journeys will reduce wear and the impact on the environment thus lowering the overall carbon footprint.

Benefits of using a fuel card include (but not limited to):

- ? Remove the need for cash
- ? Significantly reduced admin requirements as opposed to pay and reclaim
- ? Provides consistent, competitive pricing
- ? Secure payments
- ? Detailed Management Information
- ? Carbon emission reports to help with social value commitments

The purpose of this contract is for the provision of a Fuel Cards Service to enable the purchase of our current requirements:

- Unleaded Petrol and Super Unleaded Petrol;
- Regular Diesel and Premium Diesel;
- Liquefied Petroleum Gas LPG;

As well as the purchase of our requirements in the future:

- Biofuels like Biogas and Biodiesel;
- Electricity to charge electric vehicles, and;
- Hydrogen for hydrogen powered vehicles (if available).

The majority of the fuel purchases will take place within Southend-on-Sea at retail outlets

that accept fuel cards however National coverage may also be required on a less frequent basis.

The cards will be allocated to a diverse range of vehicles, including but not limited to welfare minibuses, HGV and light commercials.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

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

Start date

1 August 2024

End date

30 June 2027

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 2 years

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

8 February 2024

Local time

3:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

8 February 2024

Local time

3:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

High Court Royal Courts of Justice

Strand

London

WC2A 2LL

Telephone

+44 42079476000

Country

United Kingdom