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Tender

Design, Supply, Installation, Operation and Maintenance of a public e-bike scheme in East Lothian

East Lothian Council

F02: Contract notice

Notice identifier: 2021/S 000-000804

Procurement identifier (OCID): ocids-h6vhtk-028a78

Published 14 January 2021, 5:32pm

Section I: Contracting authority

I.1) Name and addresses

East Lothian Council

John Muir House

Haddington, East Lothian

EH41 3HA

Contact

Procurement

Email

procurement@eastlothian.gov.uk

Telephone

+44 1620827827

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00181

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

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

Design, Supply, Installation, Operation and Maintenance of a public e-bike scheme in East Lothian

Reference number

ELC-20-2360

II.1.2) Main CPV code

- 63710000 - Support services for land transport

II.1.3) Type of contract

Services

II.1.4) Short description

ELC wish to establish a public eBike scheme via a network of eBike hire stations across the county and are therefore seeking to procure a contract for the design, supply, installation, operation and maintenance of eBikes and associated docking stations. The network will create key links between and within towns as well as increase awareness of ebikes as a practical utility transport option.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 34422000 - Cycles with auxiliary motors
- 60112000 - Public road transport services
- 34430000 - Bicycles

II.2.3) Place of performance

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

II.2.4) Description of the procurement

East Lothian Council wishes to establish a public network of eBike hire stations across the county and are seeking to procure a contract for the design, supply, installation, operation and maintenance of hire eBikes and associated docking stations, plus the management of the user experience, branding & promotion, membership of the scheme. The network will create links between and within towns as well as increase awareness of ebikes as a practical utility transport option.

II.2.5) Award criteria

Quality criterion - Name: Design / Weighting: 15

Quality criterion - Name: Installation / Weighting: 4

Quality criterion - Name: Operation & Maintenance / Weighting: 15

Quality criterion - Name: User Experience / Weighting: 20

Quality criterion - Name: Sustainability / Weighting: 4

Quality criterion - Name: Branding & Promotion / Weighting: 4

Quality criterion - Name: Membership Data & MaaS Integration / Weighting: 4

Quality criterion - Name: Reporting and Integration / Weighting: 4

Quality criterion - Name: Delivery Timescales / Weighting: 15

Price - Weighting: 15

II.2.6) Estimated value

Value excluding VAT: £400,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

There may be the option for extension of the contract beyond the initial period.

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

It is a requirement that tenderers financial standing will pass the requirements of the East Lothian Council financial health evaluation (Appendix 2 Financial Health Evaluation Flowchart).

The tenderer must hold or commit to obtain, prior to the commencement of the Contract the following types and levels of insurance:

- Employers (Compulsory) Liability insurance GBP 10m each and every claim (unless exempt).
- Public Liability Insurance GBP 5m each and every claim.
- Professional Indemnity Insurance GBP 5m each and every claim.

Minimum level(s) of standards required:

The financial information will be evaluated using the East Lothian Council financial health evaluation flowchart.

The financial information provided will require to meet the following criteria.

- (i) The ratio of total assets to total liabilities (net assets) should be positive in 2 out of 3 years.
- (ii) The accounts should not show a loss in 2 consecutive years.
- (iii) The accounts should not show a loss in 1 year and negative net current

assets in any 1 year.

Where the information provided does not meet item (i) but there is an improving trend East Lothian Council may consider items (ii) and (iii) and will have discretion, with regard to the evidence provided and taking into account the level of risk to East Lothian Council, as to whether a bidder will pass this requirement.

The tenderer will require to submit evidence in the form of their audited accounts or equivalent (as detailed in the tender documents) for the most recent 2 years (2 sets of signed, audited accounts), along with details of any significant changes since the last year end.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders should provide a minimum of two relevant examples from the last 5 years that demonstrate experience and ability to deliver a service similar in scale and scope to the requirements of this contract.

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: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2020/S 190-460091](#)

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

Date

24 February 2021

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

24 February 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic payment will be used

VI.3) Additional information

QUALITY:

The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

The bidder be able to provide copies of equivalent documented policies and procedures as set out in the SPD.

HEALTH AND SAFETY:

The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

OR,

The bidder be able to provide copies of equivalent documented policies and procedures as set out in the SPD.

ENVIRONMENTAL MANAGEMENT:

The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with

BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

OR,

The bidder is able to provide copies of equivalent documented policies and procedures as set out in the SPD.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=640876.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

As part of the Council's wider duties towards its citizens, the Council wishes to engage with suppliers, providers and contractors to deliver benefits to our young people, through work experience opportunities, training opportunities or links with schools, but also to provide assistance with community projects, as well as engaging in supply chain initiatives.

For successful tenderers there will be an obligation for the delivery of Community Benefits once the aggregated spend with East Lothian Council contracts has reached 50K GBP in any financial year.

This will be delivered through East Lothian Works who will be in contact with the successful tenderer.

(SC Ref:640876)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=640876

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom