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Tender

## **Moped and Scooter Hire to Children's Services Clients**

Norfolk County Council

F02: Contract notice

Notice identifier: 2025/S 000-001642

Procurement identifier (OCID): ocids-h6vhtk-04c0d2

Published 17 January 2025, 10:49am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Norfolk County Council

County Hall, Martineau Lane

Norwich

NR1 2DH

#### **Email**

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH15 - Norwich and East Norfolk

#### **Internet address(es)**

Main address

[www.norfolk.gov.uk](http://www.norfolk.gov.uk)

Buyer's address

<https://in-tendhost.co.uk/norfolkcc>

### **I.3) Communication**

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

<https://in-tendhost.co.uk/norfolkcc>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local authority

### **I.5) Main activity**

General public services

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## **Section II: Object**

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

#### **II.1.1) Title**

Moped and Scooter Hire to Children's Services Clients

Reference number

NCCT43041

#### **II.1.2) Main CPV code**

- 34421000 - Motor scooters

#### **II.1.3) Type of contract**

## Supplies

### **II.1.4) Short description**

The Council is seeking a supplier for the hire of mopeds and scooters, as requested, to children's services clients. All vehicles are to be in roadworthy state, have a current MOT if needed, tax and be insured in accordance with current legislation. The successful provider must ensure that the client to whom the moped or scooter is hired to has a valid driving licence and deliver the moped or scooter to the client if required and provide appropriate equipment and training. In the event of a moped or scooter breaking down, the provider must rectify the problem or provide a replacement within 24 hours.

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 34421000 - Motor scooters

### **II.2.3) Place of performance**

NUTS codes

- UKH17 - Breckland and South Norfolk
- UKH16 - North and West Norfolk
- UKH15 - Norwich and East Norfolk

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

The Council is seeking a supplier for the hire of mopeds and scooters, as requested, to children's services clients. All vehicles are to be in roadworthy state, have a current MOT if needed, tax and be insured in accordance with current legislation. The successful provider must ensure that the client to whom the moped or scooter is hired to has a valid driving licence and deliver the moped or scooter to the client if required and provide appropriate equipment and training. In the event of a moped or scooter breaking down, the provider must rectify the problem or provide a replacement within 24 hours.

### **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: £90,000

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

Start date

1 May 2025

End date

30 April 2027

This contract is subject to renewal

Yes

Description of renewals

The Contract may be extended by up to 24 months at the Council's discretion.

### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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

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## **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: [2024/S 000-038473](#)

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

Date

21 February 2025

Local time

10:00am

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

21 February 2025

Local time

10:00am

Place

In-tend

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### **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**

This procurement will be managed electronically via the Council's e-procurement system. To participate in this procurement, applicants must first be registered on the system at <https://in-tendhost.co.uk/norfolkcc>. Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/asp/BuyerProfiles>. Once registered you will be able to see the procurement project under the `tenders` section and `express an interest` to view the documentation. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or e-mailing [support@in-tend.co.uk](mailto:support@in-tend.co.uk).

#### **VI.4) Procedures for review**

##### **VI.4.1) Review body**

Nplaw

Norwich

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Public Contracts Regulations 2015 (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Proceedings must be brought within 30 days from the date of knowledge (the date on which the economic operator first knew or ought to have known that grounds for starting the proceedings had arisen) unless the Court considers that there is good reason for extending the period within which proceedings may be brought, in which case the Court may extend that period up to a maximum of 3 months from the date of knowledge.