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Tender

Vehicle Recovery and Repair Framework Agreement

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2023/S 000-001647

Procurement identifier (OCID): ocds-h6vhtk-035a86

Published 19 January 2023, 10:57am

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Douglas Niven

Email

douglas.niven@edinburgh.gov.uk

Telephone

+44 1315296241

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<http://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

Vehicle Recovery and Repair Framework Agreement

Reference number

CT0915

II.1.2) Main CPV code

- 50118200 - Breakdown and recovery services for commercial vehicles

II.1.3) Type of contract

Services

II.1.4) Short description

The Fleet and Workshop Services supply the maintenance provision for the Councils fleet of vehicles. It has been identified that roadside repair, recovery of broken down, or damage vehicles are to be placed onto a new Framework Agreement. The majority of these call outs will be for Heavy Goods Vehicles (HGVs) however the fleet is varied, and special consideration will need to be given to our minibus fleet, that carries vulnerable adults, and children.

Geographical Range will be within the City of Edinburgh Boundaries: Kirkliston, Ratho, South Queensferry, Joppa, up to and including the City Bypass, Balerno round to Hatton, there may be times when vehicles are out with these areas, these will be covered as well.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

4

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The Framework Agreement will consist of a maximum of four Service Providers per lot.

The Service Provider with the lowest fixed hourly rate will be called off first to provide the full range of required services; however, if it is found that further resources are required (or the first supplier is unable fulfil the requirement in its entirety) the second lowest fixed hourly rate Service Provider on the Framework Agreement will be called off to provide the short fall and so on. There is a caveat that the Framework Agreement does not guarantee work.

Service Providers will be required and must be able to provide a service seven days a week, including during local and national holidays.

II.2) Description

II.2.1) Title

Heavy Goods Vehicles exceeding 7.5 tonnes

Lot No

3

II.2.2) Additional CPV code(s)

- 50118200 - Breakdown and recovery services for commercial vehicles

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

within the City of Edinburgh Boundaries

II.2.4) Description of the procurement

Roadside repair and recovery of broken down and damaged Heavy Goods Vehicles exceeding 7.5tonnes

II.2.5) Award criteria

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

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

with two optional 12-month extensions (2 + 1 + 1), undertaken at the sole discretion of the Council

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

The Contractor will provide sufficient Recovery Operators to be able to attend the scene of a recovery anywhere in the Council area normally within 30 minutes in respect of light vehicle recovery and one hour for heavy vehicle recoveries of being notified unless there are exceptional circumstances causing a delay, e.g., severe weather conditions or geographical area.

II.2) Description

II.2.1) Title

Plant including containers and trams

Lot No

4

II.2.2) Additional CPV code(s)

- 50118400 - Breakdown and recovery services for motor vehicles

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

within the City of Edinburgh Boundaries

II.2.4) Description of the procurement

Roadside repair and recovery of broken down or damaged plant including trams

II.2.5) Award criteria

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

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

with two optional 12-month extensions (2 + 1 + 1), undertaken at the sole discretion of the Council

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

The Contractor will provide sufficient Recovery Operators to be able to attend the scene of a recovery anywhere in the Council area normally within 30 minutes in respect of light vehicle recovery and one hour for heavy vehicle recoveries of being notified unless there are exceptional circumstances causing a delay, e.g., severe weather conditions or geographical area.

II.2) Description

II.2.1) Title

Cars and Vans(including cars small trailers, small and medium vans up to 3.5 tonnes

Lot No

1

II.2.2) Additional CPV code(s)

- 50118100 - Breakdown and recovery services for cars

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Within the City of Edinburgh Boundaries.

II.2.4) Description of the procurement

Roadside repair and recovery of broken down and damaged Cars and vans including cars, small trailers, small and medium vans up to 3.5tonnes

II.2.5) Award criteria

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

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

with two optional 12-month extensions (2 + 1 + 1), undertaken at the sole discretion of the Council.

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

The Contractor will provide sufficient Recovery Operators to be able to attend the scene of a recovery anywhere in the Council area normally within 30 minutes in respect of light vehicle recovery and one hour for heavy vehicle recoveries of being notified unless there are exceptional circumstances causing a delay, e.g., severe weather conditions or geographical area.

II.2) Description

II.2.1) Title

Light Goods Vehicles (including buses) up to 7.5 tonnes

Lot No

2

II.2.2) Additional CPV code(s)

- 50118300 - Breakdown and recovery services for buses

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

within the City of Edinburgh Boundaries

II.2.4) Description of the procurement

Roadside repair and recovery of broken down or damaged light goods vehicles including all buses up to 7.5tonnes

II.2.5) Award criteria

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

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

with two optional 12-month extensions (2 + 1 + 1), undertaken at the sole discretion of the Council

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

The Contractor will provide sufficient Recovery Operators to be able to attend the scene of a recovery anywhere in the Council area normally within 30 minutes in respect of light vehicle recovery and one hour for heavy vehicle recoveries of being notified unless there are exceptional circumstances causing a delay, e.g., severe weather conditions or geographical area.

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

This Section refers to Section B of Part IV of the SPD (Scotland).

Minimum level(s) of standards possibly required

Part IV: Selection criteria - B: Economic and financial standing – Question 4B1a -
Tenderers are required to have the following minimum

“general” annual turnover for the last two financial years:

a minimum “general” annual turnover of GBP 100,000

Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply

discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B4 -
Tenderers will be required provide the following

information in response to 4B4

For Lots 1-4

Current ratio for Current Year: 1.10

Current ratio for Prior Year: 1.10

The formula for calculating a Tenderer's current ratio is current assets divided by current liabilities. The acceptable range for each financial

ratio is greater than the requested current ratio. Where a Tenderer's current ratio is less than the acceptable value, the Council may exclude

the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

Part IV: Selection criteria - B: Economic and financial standing – Question 4B5b & 4B5c - Tenderers are required to hold, or commit to

obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- a. Employers (Compulsory) Liability Insurance - GBP 5m
- b. Public Liability Insurance - GBP 10m
- c. Comprehensive Motor Insurance-GBP 5m

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer

from the competition.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

as per the tender specification

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 16

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: [2022/S 000-021984](#)

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

Date

27 February 2023

Local time

12:00pm

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

Tender must be valid until: 31 May 2023

IV.2.7) Conditions for opening of tenders

Date

27 February 2023

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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The Selection Criteria & Exclusion grounds assessment will be based on the answers provided in response to the SPD. The following SPD

questions must be answered by tenderers noting the relating Statement of Requirements as per Appendix 2 in the Instructions to Tenderers:

Parts I, II and III: All questions

Part IV B: Questions 4B1a, 4B4, 4B5b and 4B5c

Part IV D: Question 4D1

It is a mandatory requirement of this Framework Agreement that a prompt payment clause is present in all supply chain Contracts used in the delivery of the requirements. This ensures payment of sub-contractors at all stages of the supply chain within 30 days and includes an obligation to provide a point of contact for sub-contractors to refer to in the case of payment difficulties. This will require active monitoring of payment performance as well as the provision of evidence and reports to the Council on request or as contractually scheduled

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=719604.

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:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

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

As detailed in the Council's Sustainable Procurement Policy, the Council is committed to maximising social, economic and environmental benefits through the delivery of Council contracts (known as 'Community Benefits'). Community benefits include targeted recruitment and training; sourcing from Small and Medium Enterprises (SMEs), Social Enterprises and Third Sector Organisations; contributions to education within communities; community consultation, engagement and strengthening of community relations; environmental improvement; volunteering; providing community resources; mentoring and sponsorship of community organisations. Contractors are therefore required to deliver Community Benefits as described in the 'Community Benefits Guidance' document.

(SC Ref:719604)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=719604

VI.4) Procedures for review

VI.4.1) Review body

Sherriff Court

Sherriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. The City of Edinburgh Council (the Council) will have a minimum standstill period of 10 days before awarding the contract. The communication of the award decision notice will be sent by fax or e-mail to all tenderers with the standstill period commencing on the next day. If proceedings are started in the Sheriff Court or the Court of Session against the Council in respect of the decision to award the contract within the standstill period then the Council is prevented from awarding the contract. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.