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Tender

## **Passenger Transport Services DPS**

South Lanarkshire Council

F02: Contract notice

Notice identifier: 2025/S 000-004201

Procurement identifier (OCID): ocds-h6vhtk-04b589

Published 7 February 2025, 2:50pm

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

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

South Lanarkshire Council

Council Headquarters, Almada Street,

Hamilton

ML3 0AA

#### **Contact**

Louise McNaught

#### **Email**

[louise.mcnaught@southlanarkshire.gov.uk](mailto:louise.mcnaught@southlanarkshire.gov.uk)

#### **Telephone**

+44 1698454353

## **Country**

United Kingdom

## **NUTS code**

UKM95 - South Lanarkshire

## **Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00410](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410)

## **I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

## **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**

Passenger Transport Services DPS

Reference number

SLC/ED/23/019

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

- 60120000 - Taxi services

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

Services

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

The Council is obligated under Section 51 of the Education (Scotland) Act 1980 (as amended) and the Education Additional Support for Learning Act (Scotland) 2004 to make such arrangements as considered necessary for the provision of School Transport for pupils residing in the Education Authority area to facilitate attendance at designated establishments/schools. The Council also wishes to incorporate other general taxi requirements under the same contractual umbrella, including but not limited to those for Social Work Resources and Employability.

In this regard, Education and Social Work Resources require to let contract(s) for transportation of service users to identified establishments. These services are being procured in accordance with the EU Regulations, and the Council's Standing Orders on Contracts.

There is no intention to limit the number of service providers on the DPS. In initial stage, all service providers that meet the selection criteria and are not excluded will be admitted to the DPS. The DPS will remain open to new applicants during its period of validity.

#### **II.1.5) Estimated total value**

Value excluding VAT: £99,531,097

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Standard transport requirements for children and protected adults

Lot No

1

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

- 60120000 - Taxi services

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

NUTS codes

- UKM95 - South Lanarkshire

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

This includes the transport of children and protected adults with additional support needs including autistic spectrum conditions and / or medical requirements and the transport of children as required by the Council's Family, Children and Adult Services within Social Work Resources as well as mainstream inter-school transfers where required.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 10-30

Price - Weighting: 70-90

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The DPS is for 5 years with SLC option to extend by 3 + 2 years at the discretion of SLC subject to satisfactory performance, financial standing and availability of funding

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Objective criteria for choosing the limited number of candidates:

There is no limit to the number of Contractors that will be appointed to the DPS.

### **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**

This procurement will be run as a Dynamic Purchasing System, which will remain open to new entrants for the full term. All future contract opportunities will be issued as fully electronic mini-competitions within the Lots on the DPS.

## **II.2) Description**

### **II.2.1) Title**

Standard transport requirements for children and protected adults

Lot No

2

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

- 60120000 - Taxi services

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

NUTS codes

- UKM95 - South Lanarkshire

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

This includes the transport of children and protected adults with complex additional support needs including social, emotional, behavioural and autistic spectrum conditions.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 10-30

Price - Weighting: 70-90

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This DPS is for 5 years with SLC option to extend by 3 + 2 years at the discretion of SLC subject to satisfactory performance, financial standing and availability of funding

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Objective criteria for choosing the limited number of candidates:

There is no limit to the number of Contractors that will be appointed to the DPS

### **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**

This procurement will be run as a Dynamic Purchasing System, which will remain open to new entrants for the full term. All future contract opportunities will be issued as fully electronic mini-competitions within the Lots on the DPS.

## **II.2) Description**

### **II.2.1) Title**

Transport for children/protected adults with complex medical needs

Lot No

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

- 60120000 - Taxi services

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

NUTS codes

- UKM95 - South Lanarkshire

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

This includes the transport of children and protected adults with complex medical conditions and may require the driver and passenger assistant to attend specialised NHS Lanarkshire training specific to the passenger's medical condition. Providers may also be required to procure specialist insurance depending on the complexity of the medical condition.

## **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 10-30

Price - Weighting: 70-90

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This DPS is for 5 years with SLC option to extend by 3 + 2 years at the discretion of SLC subject to satisfactory performance, financial standing and availability of funding.

## **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Objective criteria for choosing the limited number of candidates:



There is no limit to the number of Contractors that will be appointed to the DPS.

#### **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**

This procurement will be run as a Dynamic Purchasing System, which will remain open to new entrants for the full term. All future contract opportunities will be issued as fully electronic mini-competitions within the Lots on the DPS.

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

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

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

SPD Question 2.C.1 Reliance on the capacities of other entities

Applicants are required to complete a full SPD for each of the entities whose capacity they rely upon.

SPD Question 2.D.1 Subcontractors on whose capacity the bidder does not rely

Applicants are required to complete a shortened version of the SPD for each Subcontractor on whose capacity the applicant does not rely on.

Exclusion Criteria

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

SPD Questions 3A – 3C have been identified as mandatory exclusion grounds and SPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a PASS/FAIL basis. For the mandatory exclusion grounds an application will be excluded where the applicant fails to provide either a positive response or to provide details to the satisfaction of the Council of the self cleansing measures undertaken. For the discretionary exclusion grounds an application may be excluded where the applicant fails to provide either a positive response or if the Council is not satisfied as to the self cleansing measures undertaken.

SPD Questions 3A.1 to 3A.8 Serious and Organised Crime – Information Sharing Protocol

It is a requirement of this tender that the bidder recommended for appointment completes and submits, when requested to by the Council, the Serious and Organised Crime – Information Sharing Protocol form.

SPD Question 4A.1 Trade Registers

It is a requirement of this DPS that if the applicant is UK based they must hold a valid

registration with Companies House. Where the applicant is UK based but not registered at Companies House they must be able to verify to the Councils satisfaction that they are trading from the address provided in the tender and under the company name given. If the applicant is based out-with the UK they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

#### SPD Question 4A.2 Authorisation/Membership

Where it is required, within an applicant's country of establishment they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service.

All those delivering the services under this DPS must hold the licences or permits appropriate to the types and seating capacity of the vehicles being used by them. Namely;

- A valid UK driving licence appropriate to the type of vehicle being driven
- A PSV operators licence; or
- A Taxi Operator or Private Hire Car Operator Licence
- a Taxi Driver or Private Hire Car Driver Licence

Applicants must confirm if they hold the particular authorisation or memberships.

### **III.1.2) Economic and financial standing**

Minimum level(s) of standards possibly required

#### SPD Question 4B.5 Insurance

The applicant must confirm that they have or will commit to obtain prior to the commencement of the contract, the following levels of Insurance Cover:

Q 4B.5.1b Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 10000000 GBP in respect of each claim, without limit to the number of claims.

Q 4B.5.2 Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5000000 GBP in respect of each claim, without limit to the number of claims.

For Q 4B.5.2 Please answer for Public Liability Insurance detailed above.

Other Insurance:

Type: Motor Vehicle Insurance including cover for Hire and Reward

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

SPD Question 4C.1.2 Technical and Professional Ability

With reference to the nature and details of the services to be supplied under the DPS Lots, 3 relevant examples, of a similar size and nature, are to be provided of the services delivered by the applicant.

If multiple Lots are being applied for, please provide 3 examples of experience for each Lot being applied for.

Minimum level(s) of standards possibly required

SPD Question 4C.6 Technical and Professional Ability (Qualifications)

It is a mandatory requirement of this tender that the bidders, including drivers and passenger assistants recommended for appointment holds the appropriate Disclosure/PVG scheme records relevant to the types of regulated work for children and/or protected adults being carried out by them under the DPS.

SPD Question 4C.10 Technical and Professional Ability (Sub-Contracting)

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Please refer to the Performance Appraisal document within the PQQ.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

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

The procurement involves the setting up of a dynamic purchasing system

#### **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 000-036447](#)

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

Date

10 March 2025

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

28 March 2025

#### **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**

Duration in months: 6 (from the date stated for receipt of tender)

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: This DPS is for 5 years with SLC option to extend by 3 + 2 years at the discretion of SLC subject to satisfactory performance, financial standing and availability of funding.

### **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**

Declarations and Certificates

The applicants recommended to join the DPS will provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Envelope. All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

SPD Question 2D.1 Prompt Payment Certificate

SPD Question 3D.3 Human Rights Act Declaration

SPD Question 3D.11 Non-Collusion Certificate

SPD Question 4B.5.1 Insurance Certificates

SPD Questions 3A.1 to 3A.8 Serious and Organised Crime Declaration

SPD Questions 3A1 to 3A.8 Serious and Organised Crime – Information Sharing Protocol with Police Scotland Form

SPD Question 4C.6 Protection of Vulnerable Groups (Scotland) Act Declaration

## SPD Question 3A.6 Modern Slavery Act 2015 Declaration

### Declaration Section Signatory Page

## SPD Questions 3A.1 to 3A.8 Serious and Organised Crime – Information Sharing Protocol

It is a requirement of this tender that the bidder recommended for appointment completes and submits, when requested to by the Council, the Serious and Organised Crime – Information Sharing Protocol form.

### Financial Status of Applicants

The Council may, at any time during the life of the DPS request financial accounts from Applicants appointed to the DPS to review their financial standing as set out Attachment 4 DPS Agreement Passenger Transport Services.

To allow the Council to review an Applicant's financial standing, Applicants should submit the relevant documents outlined in: 1. Historical Financial Position and 2. Current /future cash flow position. These documents should be uploaded within the General Attachments area of PCS-T.

The Council will use the following ratios to evaluate appointed Applicants' financial status:

1 Profitability – this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio;

2 Liquidity – this is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to one then it is a pass for this ratio;

3 Gearing – this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100% it is considered a pass for this ratio.

Applicants must provide the name and value of the 3 ratios within Attachment 11 entitled Financial Ratio Calculation. This document should be uploaded within the General Attachments area of PCS-T.

Where 2 out of the 3 ratios cannot be met, the Council may when assessing financial viability and the risk to the Council take account of mitigating factors proposed by an appointed Applicant provided that the appointed Applicant can substantiate any of the proposed mitigating factors. Appointed Applicants are asked to submit a range of evidence. This information will be used to assess appointed applicants' financial capability.

The evidence will cover:

1. Historical financial position; and
2. Current /future cash flow position

Further information on the financial documentation an applicant must submit can be found in Attachment 3 entitled Financial Status of Applicants within the General Attachments area of PCS-T.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 6557. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

No Community Benefits required at appointment to DPS stage.

(SC Ref:790067)

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

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

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Email

[hamiltoncivil@scotcourts.gov.uk](mailto:hamiltoncivil@scotcourts.gov.uk)

Telephone

+44 1698282957

Country



United Kingdom

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

Precise information on deadline(s) for review procedures

Please note, the alternative review body to the local Sheriff Court detailed in VI.4.1 is:

Court of Session

Parliament House

Parliament Square

Edinburgh

EH1 1RQ

+44 1312252595

[supreme.courts@scotcourts.gov.uk](mailto:supreme.courts@scotcourts.gov.uk)