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Tender

TT0019 - Education Taxi and Minibus Framework

Fife Council

F02: Contract notice

Notice identifier: 2024/S 000-005987

Procurement identifier (OCID): ocds-h6vhtk-043c8e

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Section I: Contracting authority

I.1) Name and addresses

Fife Council

Fife House, North Street

Glenrothes

KY7 5LT

Email

Carrie.Tough@fife.gov.uk

Telephone

+44 3451550000

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00187

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

TT0019 - Education Taxi and Minibus Framework

Reference number

TT0019

II.1.2) Main CPV code

- 60000000 - Transport services (excl. Waste transport)

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this invitation to tender is to establish a Framework Agreement for the supply of transport services principally for the conveyance of children and young people to schools and other educational establishments (these requirements may also include transport to and from out of school clubs and transport to training) for all of Fife. The Framework may also be used to provide replacement transport services where roadworks prevent a local bus service from serving its normal route and could be used for the provision of other transport services for Fife Council, for example the delivery of school meals.

Contracts operated through this Framework can generally be undertaken by taxis, private hire cars and minibuses (with up to 22 passenger seats). There is a requirement for some vehicles to be capable of carrying passengers in wheelchairs (Wheelchair Accessible Vehicles (WAV)).

PLEASE NOTE that 2A.18 of the SPD requires the list of Lots applied for. This should be done in the separate Pricing Schedule document.

II.1.5) Estimated total value

Value excluding VAT: £2,248,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 60000000 - Transport services (excl. Waste transport)

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife

Main site or place of performance

Fife Wide and surrounding boundaries.

II.2.4) Description of the procurement

Fife Council requires to appoint Contractors capable of meeting the needs of the Council in relation to the provision of Education Taxi and Minibus Framework. This Lot requires Contractors to undertake School journeys Fife Wide and have the necessary vehicle (Saloon 4 seater passenger vehicle; MPV (5 to 8 passenger seats) vehicle; MPV Wheelchair Access Vehicle (WAV) (5 to 8 passenger seats) vehicle; Minibus (9 to 16 passenger seats) vehicle; Minibus Wheelchair Access Vehicle (WAV) (9 to 16 passenger seats) vehicle; and Large Minibus (17 to 22 passenger seats) vehicle) to undertake these journeys. Journeys may take place wholly within a zone (West, Kirkcaldy, Glenrothes, Levenmouth and North East), between zones or between Fife and locations across the Fife boundary and maybe outwith Fife.

II.2.5) Award criteria

Quality criterion - Name: Quality criteria stated within TN1 document / Weighting: 20

Price - Weighting: 80

II.2.6) Estimated value

Value excluding VAT: £2,248,000

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

Duration in months

48

This contract is subject to renewal

No

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

Price is not the only award criterion and all Quality criteria are stated only in the Procurement documents.

PLEASE NOTE that 2A.18 of the SPD requires the list of Lots applied for. This should be done in the separate Pricing Schedule document.

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

Relevant selection criteria are included in the SPD document. Of particular note are questions 4A.2.2 and 4C.9 of the SPD, which ask about licences and vehicles. Please

provide answers to these in the separate Vehicle Details Form document.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Relevant selection criteria are included in the SPD document. Of particular note are questions 4B.5.1 and 4B.5.2 of the SPD, which asks about insurances. It is a requirement that bidders hold or can commit to obtain prior to the commencement of the Framework, the minimum levels of insurance.

Minimum level(s) of standards possibly required

*Employer's Liability Insurance (if required) = minimum of 10 million GBP;

*Public Liability Insurance = minimum of 5 million GBP;

*Appropriate motor vehicle/fleet insurance is also required.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Relevant selection criteria are included in the SPD document. Of particular note is question 4C.7 of the SPD, which requires bidders to submit a Climate Change Plan. This should be answered in the separate TN2 document.

Minimum level(s) of standards possibly required

Pass/Fail

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

See applicable Conditions of Contract.

III.2.2) Contract performance conditions

See applicable Conditions of Contract.

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: 500

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

Date

25 March 2024

Local time

9:00am

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: 48 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

25 March 2024

Local time

9:00am

Information about authorised persons and opening procedure

Fife Council Procurement staff

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: It is anticipated there will be ongoing requirements for these services. Any future tender opportunity is likely to be published approximately 6 months before the end of the Framework period.

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

All sections of the SPD are to be completed unless marked 'Not Applicable.'

Question 4D.2 of the SPD requires bidders to be members of the ECO Stars Scheme by 1st August 2024.

Tenderers are advised to check they have uploaded the correct documents.

The answers to the quality/technical questions are multiple choice.

Community Benefit details are listed within the tender documentation.

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=759075.

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:

The Contractor is expected to offer community benefits, which, on this occasion, shall be mandatory for those successful contractors to commit to 0.2% of the value of contracts if their total is over 300,000.00 GBP per annum or more in contracts value through the Framework in any August to July year of the Framework.

(SC Ref:759075)

VI.4) Procedures for review

VI.4.1) Review body

Kirkcaldy Sheriff Court

Whytecauseway

Kirkcaldy

KY1 1XQ

Email

kirkcaldy@scotcourts.gov.uk

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Economic operators should approach the contracting authority in the first instance. However, the only formal remedy is to apply to the courts:

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session.

