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Tender

## **Occasional Hire of Small Tools and Plant without Operator**

Neath Port Talbot County Borough Council

F02: Contract notice

Notice identifier: 2025/S 000-006097

Procurement identifier (OCID): ocds-h6vhtk-04e4b3

Published 20 February 2025, 10:48am

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

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

Neath Port Talbot County Borough Council

Civic Centre

Port Talbot

SA13 1PJ

#### **Contact**

Melanie Anderson

#### **Email**

[m.c.anderson@npt.gov.uk](mailto:m.c.anderson@npt.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKL17 - Bridgend and Neath Port Talbot

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0274](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0274)

**I.3) Communication**

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

<https://etenderwales.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk>

**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**

Occasional Hire of Small Tools and Plant without Operator

Reference number

CPU24-25-16

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

- 43830000 - Power tools

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

Supplies

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and

Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots  
16

## **II.2) Description**

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

Landscaping Equipment

Lot No

1

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

- 16160000 - Miscellaneous gardening equipment
- 43312200 - Chippers
- 44510000 - Tools

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Compressors (Silenced)

Lot No

2

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

- 42123000 - Compressors

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Air Breakers

Lot No

3

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

- 43830000 - Power tools

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Water Pumps

Lot No

4

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

- 42122130 - Water pumps

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025



End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Vibrating Pokers

Lot No

6

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

- 42641300 - Machine tools for working concrete

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Drills

Lot No

5

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

- 43132300 - Drills
- 43830000 - Power tools
- 42641300 - Machine tools for working concrete

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council ("the Council")'s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council's intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Disc Cutters / Grinders

Lot No

7

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

- 43830000 - Power tools

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Hand Held Grounds Maintenance Tools

Lot No

8

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

- 43325100 - Grounds-maintenance equipment

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Cement Mixers

Lot No

9

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

- 43413100 - Cement mixers

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Site Equipment

Lot No

10

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

- 34928310 - Safety fencing
- 35000000 - Security, fire-fighting, police and defence equipment
- 34928200 - Fences

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council ("the Council")'s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council's intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Mini-Diggers

Lot No

12

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

- 43262100 - Mechanical excavators
- 43300000 - Construction machinery and equipment
- 43200000 - Earthmoving and excavating machinery, and associated parts

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

### **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) Description**

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

Material Handlers

Lot No

11

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

- 43262100 - Mechanical excavators
- 43260000 - Mechanical shovels, excavators and shovel loaders, and mining machinery
- 43200000 - Earthmoving and excavating machinery, and associated parts
- 43300000 - Construction machinery and equipment

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

### **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) Description**

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

Dumpers

Lot No

13

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

- 43200000 - Earthmoving and excavating machinery, and associated parts
- 43300000 - Construction machinery and equipment

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

### **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) Description**

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

Boom Platforms

Lot No

14

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

- 34514700 - Mobile platforms
- 34951000 - Access platforms
- 42410000 - Lifting and handling equipment

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

### **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) Description**

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

Telehandlers

Lot No



15

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

- 42410000 - Lifting and handling equipment
- 42400000 - Lifting and handling equipment and parts
- 42418000 - Lifting, handling, loading or unloading machinery

**II.2.3) Place of performance**

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council (“the Council”)’s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council’s intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

**II.2.5) Award criteria**

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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) Description**

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

Ride On Mowers

Lot No

16

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

- 16310000 - Mowers
- 16311100 - Lawn, park or sports-ground mowers

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

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

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

Neath Port Talbot County Borough Council ("the Council")'s current Framework Agreement for the Occasional Hire of Small Tools and Plant without Operator is due to expire and therefore the Council intend to establish a new Framework of suppliers to commence in June 2025.

It is the Council's intention to operate as a Framework Agreement containing multiple suppliers.

The Framework is split into 16 Lots. It is a requirement for Tenderers to be able to provide every item listed in the Lot(s) that they are bidding for.

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

Price

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

Start date

1 June 2025

End date

31 May 2028

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further period of one year.

#### **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

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

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

As provided for in the ITT

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## **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

#### **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 2025

Local time

2:00pm

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

English, Welsh

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

Date

25 March 2025

Local time

2:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

If you require independent support or advice in the tendering process, Business Wales provide guidance and

advice (free of charge) by way

of:

- On-line information
- Telephone support
- Workshops

Further information on how to access this guidance and advice is available by accessing this ITT or by

contacting Business Wales on 03000 603000.

Suppliers' Instructions 'How to Express Interest in this ITT:

1. Register your company on the etenderwales portal (this is required only once. However if your details

have changed since you registered

you will need to up-date them).

- Browse to the eSourcing Portal: <https://etenderwales.bravosolution.co.uk/>
- Click the 'Suppliers register here' link.
- Complete the 'Organisation Details' and 'User Details' sections.
- Note the username you choose and click 'Save' when complete.

- You will shortly receive an email with your unique password (please keep this secure).
- Agree to the terms and conditions and click 'continue'.

## 2. Express an interest in the ITT.

- Login to the portal with the username / password.
- Click the ITT Open to all Suppliers' link.
- Alternatively, search for the relevant ITT (itt\_111452).
- Click on the relevant ITT to access the content.
- Click the 'Express Interest' button on the right-hand side of the screen.
- This will move the ITT into your 'My ITT pages'. (This is a secure area reserved for your projects only.)
- Click on the ITT code, you can now access any attachments by selecting 'Buyer Attachments'.

## 3. Responding to the ITT.

- You can now choose to 'Respond' or 'Decline to Respond' (please give a reason if declining).
- You can now use the 'Messages' function to communicate with the buyer and seek any clarification.
- Note the 'Closing Date', and then follow the onscreen instructions to complete the ITT.

There is help available Monday - Friday (8am - 6pm) on: [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk) or by telephone on 0800 069 8634.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at [https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=148089](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=148089)

(WA Ref:148089)

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

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

High Court

Royal Courts of Justice, The Strand

London

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