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Tender

## **SPS-02206 Justice Partners Escort and Court Custody (Scotland)**

Scottish Prison Service

F02: Contract notice

Notice identifier: 2025/S 000-008349

Procurement identifier (OCID): ocds-h6vhtk-04ea86

Published 7 March 2025, 1:26pm

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

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

Scottish Prison Service

One Lochside 1 Lochside Avenue

Edinburgh

EH12 9DJ

#### **Contact**

Gavin Weetman

#### **Email**

[Gavin.Weetman@prisons.gov.scot](mailto:Gavin.Weetman@prisons.gov.scot)

#### **Telephone**

+44 1313303771

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00384](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00384)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/toolkit/negotiation/rfq/modifyRfq.do?from=menu&\\_ncp=1490107394183.619-2](https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/toolkit/negotiation/rfq/modifyRfq.do?from=menu&_ncp=1490107394183.619-2)

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>

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

National or federal Agency/Office

**I.5) Main activity**

Public order and safety

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## **Section II: Object**

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

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

SPS-02206 Justice Partners Escort and Court Custody (Scotland)

Reference number

SPS-02206

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

- 75231220 - Prisoner-escort services

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

Services

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

The Scottish Prison Service (SPS) is seeking a competent service provider to undertake the delivery of the SPS-02206 Justice Partners Escort and Court Custody (Scotland) (JPECCS) contract. The SPS is the 'lead' authority in terms of managing the contract on behalf of the Scottish Government, led by the Criminal Justice Partners (including the Scottish Courts and Tribunals Service, Crown Office and Procurator Fiscal Services and Police Scotland). The Criminal Justice Partners will be seeking a service provider to deliver the full requirements of the JPECCS contract which covers all prisoner escorts in Scotland, including court movements, police custody unit movements, hospital appointments, inter-prison transfers, community work placements and transportation for home leave, together with court custody operations. In addition, there are a number of secure movements from police stations and prisons elsewhere in the UK to Scotland and vice versa. The service provider will also provide hospital watch escorts for those prisoners admitted to hospital. In 2023/24 there were approximately 37,000 secure and community movements transporting over 125,000 individuals under the contract. In addition, the service provider will require to have robust data collection systems and reporting tools to support the delivery of the contract and to measure performance.

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

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

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

The SPS shall commence this procurement process in good faith and with the intention of awarding a contract. The procurement will follow the Competitive Procedure with Negotiation procurement route.

Following publication of this Contract Notice a Single Procurement Document (SPD) will be made available to bidders.

Tender responses will then be evaluated by SPS. Following the evaluation of the SPD, shortlisted bidders will be provided with an Invitation to Tender (ITT). The ITT will be published by SPS and will be made available to bidders via the Public Contract Scotland Tender (PCS-T) portal, an e-Tendering System which can be accessed via the Public Contracts Scotland (PCS) website.

Suppliers shall note that all documentation, including the SPD, is only available in electronic form and can be accessed via your web browser.

### **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**

Start date

23 January 2027

End date

31 March 2035

This contract is subject to renewal

Yes

Description of renewals

The contract will have the option to extend up to a further 48 months.

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

Envisaged minimum number: 3

Objective criteria for choosing the limited number of candidates:

Selection will be based on use of the Global Question with pass/fail criteria. Bidders must pass the minimum standards sections of the SPD (Scotland).

These will be evaluated on a pass/fail basis.

**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**

List and brief description of selection criteria

Bidders will be required to provide assurance that they are financially stable in order to fulfil the full requirements of the Contract. This can be:

Evidencing the bidding organisation has a minimum yearly turnover of GBP30m over the last 3 years; or

If bidding as a consortium or Joint Venture (JV), information to evidence that each of the bidding entities are financially viable, have partner stability, the JV structure, funding arrangements, financial liability and assurance of cash flow forecast throughout the Contract Term.

Minimum level(s) of standards possibly required

Employers Liability insurance GBP10m

Public Liability insurance GBP10m

Medical Malpractice insurance GBP5m

Lock Indemnity insurance GBP150k

Airside insurance GBP 100k.

Motor Vehicle Insurance including any third party liability in accordance with any legal requirements (for the time being in force)

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

List and brief description of selection criteria

The Service Provider shall be required to demonstrate their capability and competence in the delivery of the required service. This includes:

The safe and secure movement of individuals between multiple locations and authorities (in 2023/24 this was for over 125,000 individuals).

The management and appropriate care and welfare of those individuals in accordance

with the levels indicated within the ITT.

A significant number of movements (in 2023/24 there were approximately 37,000 secure and community movements) to diverse locations across a wide geographical area.

Minimum level(s) of standards possibly required

Bidders should note that the following minimum levels will be evaluated as part of the award criteria:

The Service Provider will be required to have valid Disclosure Scotland certificates (Enhanced level for PCO and Healthcare professionals and Standard for all other staff) or as required by the Protecting Vulnerable Groups (Scotland) Act 2007 in respect of regulated work.

Service Provider staff working in the Authority's premises will be required to comply with all security regulations - including the provisions about Prohibited Items.

In addition the Service Provider will be required to provide assurances regarding 'Workforce Matters' in respect of those engaged to provide the Services (this assurance will include any sub-contractor staff used to provide Services).

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

### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

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

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

Competitive procedure with negotiation

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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

7 April 2025

Local time

12:00pm

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

16 April 2025

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

English



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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: The initial Contract Term will expire during January 2035. There is a Contract extension of up to a further four years available.

### **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**

Bidders should note that legislative compliance in the following areas will be evaluated as part of the award criteria:

The Service Provider shall comply with, and demonstrate how it will ensure compliance with, inter alia:

Criminal Justice and Public Order (CJ&PO) Act, 1994;

The Criminal Justice (Scotland) Act 2016;

The Police and Fire Reform (Scotland) Act 2012;

The Sheriff Courts (Scotland) Act 1971; and

The Prisons (Scotland) Act 1989.

Prisons and Young Offenders Institutions (Scotland) Rules 2011.

Bidders will also be required to comply with, and ensure that their operational instructions, processes and procedures and the delivery of the services ensure compliance with the relevant regulatory and legislative obligations including, but not limited to those relating to:

Health and Safety at Work Act 1974;

Food Safety Act 1990;

Employment;

General Data Protection Regulation (GDPR);

Equality Act 2010;

Data Protection Act 2018;

The Human Rights Act 1998;

Regulation of Investigatory Powers (Scotland) Act 2000 (RIP(S)A);

United Nations Convention Against Torture (UNCAT); and

Fatal Accidents and Sudden Deaths etc. (Scotland) Act 2016.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 28711.

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>

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:

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>. Requirements for Community Benefits shall be included within the ITT stage.

(SC Ref:789307)

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

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

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

Country

United Kingdom

Internet address

[www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court](http://www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court)

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

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

Bidders seeking a review should contact the Head of Procurement at the above SPS address or e-mail (see para VI4.1).