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Tender

## **Provision of Corporate Tax Services**

West Dunbartonshire Council

F02: Contract notice

Notice identifier: 2021/S 000-009438

Procurement identifier (OCID): ocds-h6vhtk-02ac4f

Published 30 April 2021, 2:44pm

The closing date and time has been changed to:

**4 June 2021, 12:00pm**

See the [change notice](#).

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

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

West Dunbartonshire Council

Council Offices

Dumbarton

G82 3PU

#### **Contact**

Michelle McKenzie

#### **Email**

[corporate.procurement@west-dunbarton.gov.uk](mailto:corporate.procurement@west-dunbarton.gov.uk)

**Telephone**

+44 1389737000

**Country**

United Kingdom

**NUTS code**

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

**Internet address(es)**

Main address

<http://www.west-dunbarton.gov.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00153](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153)

**I.3) Communication**

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

<https://www.publictendersscotland.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.publictendersscotland.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

<https://www.publictendersscotland.publiccontractsscotland.gov.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**

Provision of Corporate Taxi Services

Reference number

2021-52

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

- 60120000 - Taxi services

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

Services

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

The Authority intends to tender for Taxi Services across West Dunbartonshire Council (WDC) where eligible. Contractors can bid for all services or individual services as preferred. The new Corporate Taxi Framework will incorporate Education, Learning and Attainment for Additional Support Needs/Mainstream School Transport and services across Health & Social Care Partnership (HSCP).

This new contract will start August 2021.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

Lot 1, Lot 2

## **II.2) Description**

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

HSCP Requirements

Lot No

2

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

- 60120000 - Taxi services

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

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

West Dunbartonshire

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

Ad-hoc taxi requirement originating within Dumbarton, Alexandria and Clydebank areas

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

Quality criterion - Name: Technical Response / Weighting: 20

Price - Weighting: 80

### **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) Description**

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

Education requirement

Lot No

1

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

- 60120000 - Taxi services

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

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

West Dunbartonshire

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

ASN/Mainstream School taxi requirement.

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

Quality criterion - Name: Technical Response / Weighting: 20

Price - Weighting: 80

### **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

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

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

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

Minimum level(s) of standards possibly required

Economic & Financial standing with reference to SPD questions:

4B.1.1, & 4B.2.1 Turnover - supplier must demonstrate annual turnover for each of the two previous years of greater than two times the value of contract on offer

4B.4 Ratios - a Pass in any two of the three ratios as an overall Pass for Economic and Financial standing.

-(Ratio 1) Acid Test – (Current Assets-stock)/Current Liabilities. To pass the Acid Test Ratio question the bidder must have a score of greater than 1.

-(Ratio 2) Return on Capital Employed %– Profit/Capital employed. To pass this question the Council require the bidder to score a positive figure/Percentage.

-(Ratio 3) Current Ratio – Current Assets/Liabilities. To pass this question the Council require the bidder to achieve a score of greater than 1.

WDC will use template WD09 - WDC Financial Vetting Questionnaire v1.0, it is recommended that candidates review their own ratio scores in advance of submitting their tender. In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee WD04 - Parent Company Guarantee refers. Should after review of the financial evaluation that the tenderer has failed then the tender submission may be rejected.

## Insurance

Q4B.5.1 –It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the insurance levels listed below.

- Employers Liability Insurance - 10 million GBP

## Q4B5.2

- Public and Product Liability Insurance – 10 million GBP each.
- Professional Indemnity Insurance - 5 million GBP.

## III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

With reference to SPD question 4C.1, bidders will be required to provide 3 examples that demonstrate that they have the relevant experience and capacity to Provide corporate tax services as described in this Contract Notice or the relevant section of the Site Notice.

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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**

Originally published as:

Date

31 May 2021

Local time

12:00pm

Changed to:

Date

4 June 2021

Local time

12:00pm

See the [change notice](#).

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

English

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

Date

31 May 2021

Local time

12:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

A tendering exercise is required to secure services for non-scheduled and scheduled taxi journeys for Educational Services ASN/Transport and HSCP. It is proposed to combine the various taxi requirement into a corporate contract tendered openly with individual lots for the various requirements i.e. Additional Support Needs / Mainstream School Transport and HSCP.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 18566. For more information see:

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

(SC Ref:651434)

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

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

Dumbarton Sheriff Court and Justice of the Peace Court

Sheriff Court House, Church Street

Dumbarton

Country

United Kingdom

Internet address

<http://www.west-dunbarton.gov.uk>