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Tender

## **Foundation Apprenticeship Transport**

Forth Valley College

F02: Contract notice

Notice identifier: 2021/S 000-010035

Procurement identifier (OCID): ocds-h6vhtk-02a020

Published 7 May 2021, 5:35pm

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

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

Forth Valley College

Grangemouth Road

Falkirk

FK2 9AD

#### **Contact**

Ester Vasallo

#### **Email**

[procurement@forthvalley.ac.uk](mailto:procurement@forthvalley.ac.uk)

#### **Telephone**

+44 1324403000

## **Country**

United Kingdom

## **NUTS code**

UKM76 - Falkirk

## **Internet address(es)**

Main address

<https://www.forthvalley.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00451](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00451)

## **I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

Foundation Apprenticeship Transport

Reference number

LQ-003-20

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

- 60100000 - Road transport services

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

Services

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

Forth Valley College is seeking Service Providers for the provision of transport for Foundation Apprenticeship students from schools throughout the Forth Valley area.

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

Value excluding VAT: £712,500

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

This contract is divided into lots: No

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

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

- 60100000 - Road transport services

- 60000000 - Transport services (excl. Waste transport)
- 60170000 - Hire of passenger transport vehicles with driver
- 60120000 - Taxi services

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

NUTS codes

- UKM72 - Clackmannanshire and Fife
- UKM76 - Falkirk
- UKM77 - Perth & Kinross and Stirling

Main site or place of performance

Clackmannanshire, Falkirk and Stirling council areas

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

The Service consists of the provision of transport for students attending Foundation Apprenticeship courses at Forth Valley College campuses in Alloa, Falkirk and Stirling.

The journeys will include transport from pupils' schools throughout Forth Valley area to the College campuses and return to schools or students' home, as well as various transport to work placements and back to either school or home. Multiple pickups and drop-offs will also be required.

Please see Invitation to Tender and associated appendices.

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

Quality criterion - Name: Service Delivery / Weighting: 15

Quality criterion - Name: Sustainability and Vehicle Emissions / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

Cost criterion - Name: Cost / Weighting: 70

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

Forth Valley College reserves the right to extend the Framework Agreement for 3 further periods of 12 months subject to satisfactory performance and continued College requirements.

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

List and brief description of conditions

Tenderers are required to have a Taxi Operators Licence or Private Hire Operators Licence or Public Service Vehicle Operators Licence as applicable.

Tenderers must confirm membership of Protection of Vulnerable Groups (PVG) scheme for the drivers allocated to this agreement.

#### **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

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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

Envisaged maximum number of participants to the framework agreement: 6

#### **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: [2021/S 000-006318](#)

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

Date

8 June 2021

Local time

12:00pm

##### **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: 3 (from the date stated for receipt of tender)

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

Date

8 June 2021

Local time

12:00pm

Place

Public Contracts Scotland

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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: Subject to uptake of extension options and continued requirements, the re-tender documents would provisionally be planned for May 2025.

### **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 tenderers are required to:

- Complete the SPD within PCS.
- Complete and return separate SPD for any entities tenderers are relying on to meet the selection criteria.

It is a requirement that bidders hold, or will commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- Employers liability insurance GBP 5M
- Public liability Insurance GBP 5M
- Motor vehicle insurance
- Tenderers must complete and return the following as part of the tender submission:

Appendix A – Form of Tender

Appendix B – Freedom of Information (if applicable)



Response to Technical Questions found within Invitation to Tender.

## Appendix E – Commercial / Pricing Schedule

### SPD

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=652487](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=652487).

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](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.

(SC Ref:652487)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=652487](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=652487)

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

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

Camelon Sheriff Court

Main Street, Camelon

Falkirk

FK1 4AR

Country

United Kingdom