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Tender

Provision of Home to School Taxi Services

Midlothian Council

F02: Contract notice

Notice identifier: 2021/S 000-010372

Procurement identifier (OCID): ocds-h6vhtk-02aff5

Published 12 May 2021, 10:25am

Section I: Contracting authority

I.1) Name and addresses

Midlothian Council

Midlothian House, Buccleuch Street

Dalkeith

EH22 1DN

Contact

Barbara Foxwell

Email

barbara.foxwell@midlothian.gov.uk

Telephone

+44 1312707500

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00336

I.3) Communication

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Home to School Taxi Services

Reference number

MID/21/24

II.1.2) Main CPV code

- 60120000 - Taxi services

II.1.3) Type of contract

Services

II.1.4) Short description

This invitation to tender is to establish a framework agreement for the provision of home to school taxi services for Midlothian Council.

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)
- 60112000 - Public road transport services
- 60170000 - Hire of passenger transport vehicles with driver

II.2.3) Place of performance

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

Midlothian

II.2.4) Description of the procurement

Midlothian Council seeks the provision of home to school taxi services.

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend the initial 3 year period (36 months) for one further one-year period (12 months).

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

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

Where it is required, within a bidder's country of establishment they must confirm which authorisation or membership of the relevant organisation(s) are required in order to perform this service. Bidders must confirm if they hold the particular authorisation or membership.

Bidders must advise if they are any of the following:

- a) the holder of a valid Taxi or Private Hire Care (PHC) Licence
- b) the holder of a valid Public Service Vehicle (PSV) Operators Licence

Please state and evidence the licence(s) held.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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

The conditions of contracts requires the Tenderer to be able to provide documentary evidence to the Council for: all insurances specified, enhanced disclosure or PVG disclosure for Driver(s) and Escort(s) and driver documentation including current Driving Licence.

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

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.2.1) Previous publication concerning this procedure

Notice number: [2016/S 070-122745](#)

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

Date

14 June 2021

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

14 June 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Any future tender opportunities are 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

You must not contact anyone at the Authority directly in relation to this tender exercise, doing so may result in your exclusion from any further part in the process.

All questions must be raised using the provided Question & Answer facility within this notice.

There is a requirement for Bidders to complete and sign a Declaration of Non-Involvement in Serious Organised Crime / Criminal Activity.

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=653272.

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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

As part of this contract the successful contractor/s are expected to provide a minimum of two community benefits. Please refer to section 5.5 in the invitation to tender document for further details. Delivery of committed community benefits will be monitored throughout the contract lifetime.

(SC Ref:653272)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=653272

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom