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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](mailto: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](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](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)

**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 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

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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

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

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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.2.1) 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

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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: 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](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](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](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