

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/011414-2023>

Tender

## **Children and Young Peoples Travel Service: Agency Passenger Assistants**

Birmingham City Council

F02: Contract notice

Notice identifier: 2023/S 000-011414

Procurement identifier (OCID): ocids-h6vhtk-03c273

Published 20 April 2023, 7:02pm

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

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

Birmingham City Council

10 Woodcock Steet

Birmingham

B4 7WB

#### **Contact**

Corporate Procurement Services

#### **Email**

[etendering@birmingham.gov.uk](mailto:etendering@birmingham.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKG31 - Birmingham

**Internet address(es)**

Main address

[www.finditinbirmingham.com](http://www.finditinbirmingham.com)

Buyer's address

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

**I.3) Communication**

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

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Children and Young Peoples Travel Service: Agency Passenger Assistants

Reference number

P1217

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

- 79600000 - Recruitment services

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

Services

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

Birmingham City Council for the provision of agency passenger assistants' ("PA") services to vulnerable children and young people within Birmingham. The provision of agency PA services falls within The Children and Young People's Travel Services (CYPTS) and is within the Council's Children and Families Directorate. The opportunity is looking for interested and qualified agencies to join the framework agreement to provide caring, patient and reliable people for the role of PAs who will look after children with special educational needs whilst travelling to and from primary, secondary and special schools on home to school transport. Most routes will be operated within the Birmingham area, but some routes will be operated outside of the Birmingham area.

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

Value excluding VAT: £6,290,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79600000 - Recruitment services
- 79420000 - Management-related services
- 63520000 - Transport agency services

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

NUTS codes

- UKG31 - Birmingham

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

Birmingham City Council for the provision of agency passenger assistants' ("PA") services to vulnerable children and young people within Birmingham. The provision of agency PA services falls within The Children and Young People's Travel Services (CYPTS) and is within the Council's Children and Families Directorate. The opportunity is looking for interested and qualified agencies to join the framework agreement to provide caring, patient and reliable people for the role of PAs who will look after children with special educational needs whilst travelling to and from primary, secondary and special schools on home to school transport. Most routes will be operated within the Birmingham area, but some routes will be operated outside of the Birmingham area. The Council has its own in-house team of PAs, consisting of permanent and fixed term contract employees. The remaining requirement is met through commissioning PAs (alongside transport) from a number of approved transport providers; as well as a pool of relief/casual PAs centrally managed by the Council. Should the above-mentioned groups not be able to meet the requirement, then agency PAs will be required; and this is the focus of this procurement and this specification.

#### **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

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

---

## **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

Further details will be provided in tender documentation.

#### **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

---

## **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: 25

In the case of framework agreements, provide justification for any duration exceeding 4 years:

Does not exceed 4 years

#### **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

23 May 2023

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

23 May 2023

Local time

12:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The Council will be using its free to use e-tendering system (in-tend) for the administration of this procurement process and potential suppliers must register with the system to be able to express an interest. If you wish to express an interest in this opportunity please click on the following link to access <https://in-tendhost.co.uk/birminghamcc/> and submit your details to register. You will then be sent details on how to log on which will enable you to download all relevant Invitation to Tender (ITT) documentation. If you are unable to register with In-tend or have any questions or problems on how to use this web site please either email us at: [cps@birmingham.gov.uk](mailto:cps@birmingham.gov.uk) Your completed tender submission should be returned by noon on 23rd May 2023 via the 'in-tend' system <https://in-tendhost.co.uk/birminghamcc>

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

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

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom