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Tender

18/0833 Ad Hoc Buses Coaches and Taxis Services

Moray Council

F02: Contract notice

Notice identifier: 2023/S 000-011869

Procurement identifier (OCID): ocds-h6vhtk-03a76a

Published 25 April 2023, 3:57pm

Section I: Contracting authority

I.1) Name and addresses

Moray Council

High Street

Elgin

IV30 1BX

Email

procurement@moray.gov.uk

Telephone

+44 1343563137

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160

I.3) Communication

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

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

www.publictendersscotland.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

18/0833 Ad Hoc Buses Coaches and Taxis Services

Reference number

18/0833

II.1.2) Main CPV code

- 60170000 - Hire of passenger transport vehicles with driver

II.1.3) Type of contract

Services

II.1.4) Short description

Framework Agreement for Ad Hoc Coach, Bus and Taxi hire.

Lot 1 - Coach Hire

Moray Council has a variety of requirements in relation to ad hoc bus and coach hire which will include trips from nursery, primary and secondary schools in Moray to various locations both in and out of Moray, community service centre excursions and any other ad hoc non contracted coach journey required by the Council.

Lot 2 - Taxi Hire

Moray Council has a variety of requirements in relation to ad hoc taxi procurement which will include a range of clients who need to be transported, often at short notice, from their location to a different address. These requirements are often outside normal office hours.

II.1.5) Estimated total value

Value excluding VAT: £4,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Coach Hire

Lot No

1

II.2.2) Additional CPV code(s)

- 34121000 - Buses and coaches
- 60172000 - Hire of buses and coaches with driver

II.2.3) Place of performance

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray

II.2.4) Description of the procurement

Lot 1 - Coach Hire

Moray Council has a variety of requirements in relation to ad hoc bus and coach hire which will include trips from nursery, primary and secondary schools in Moray to various locations both in and out of Moray, community service centre excursions and any other ad hoc non contracted coach journey required by the Council.

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

Yes

Description of renewals

2027

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

Taxi Hire

Lot No

2

II.2.2) Additional CPV code(s)

- 60120000 - Taxi services

II.2.3) Place of performance

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray

II.2.4) Description of the procurement

Lot 2 - Taxi Hire

Moray Council has a variety of requirements in relation to ad hoc taxi procurement which will include a range of clients who need to be transported, often at short notice, from their location to a different address. These requirements are often outside normal office hours.

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II.2.10) Information about variants

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Options: No

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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.1.2) Economic and financial standing

List and brief description of selection criteria

The bidder is required to confirm that (to the best of their knowledge) there are no material post balance sheet events or other business issues arising since the date of the last audited financial statements that materially impact the economic and financial standing of the economic operator.

Where the operator is not able to make such a conformation, full details of the relevant events shall be provided along with an explanation of the expected impact on the bidders economic and financial standing.

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employer's (Compulsory) Liability: 5M GBP

Public Liability: 5M GBP

Minimum level(s) of standards possibly required

Bidders will be required to provide examples of works carried out in the past three years that demonstrate that they have the relevant experience to deliver the work as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice

Bidders will be required to evidence three relevant examples of at least 3 similar contracts within the past 3 years.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to confirm that they and/or the service provider have the following relevant educational and professional qualifications:

Minimum level(s) of standards possibly required

Lot 1 - Operators Licence

Lot 2 - Hackney Licence

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Bidders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

- a completed copy of the Bidder 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

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

Envisaged maximum number of participants to the framework agreement: 30

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: [2023/S 000-005273](#)

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

Date

30 May 2023

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

30 May 2023

Local time

12:00pm

Place

Moray

Information about authorised persons and opening procedure

All on PCS-T

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2027

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

Exclusion Grounds

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.

The Moray Council are an associate partner in the Supplier Development Programme <http://www.sdpscotland.co.uk/home.aspx> which provides a range of specialist business support activities including the provision of advice, information and training support including webinars with the aim of assisting businesses to become more capable of accessing and competing for public sector contracts.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23994.

For more information see:

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

(SC Ref:730267)

VI.4) Procedures for review

VI.4.1) Review body

Elgin Sheriff Court

Sheriff Courthouse, High Street

Elgin

IV30 1BU

Email

elgin@scotcourts.gov.uk

Telephone

+44 343542505

Country

United Kingdom

Internet address

<https://scotcourts.gov.uk/>