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Tender

Home to School Transport Services - Portsmouth City Council - Dynamic Purchasing System

PORTSMOUTH CITY COUNCIL

F02: Contract notice

Notice identifier: 2021/S 000-012463

Procurement identifier (OCID): ocds-h6vhtk-02b821

Published 3 June 2021, 3:21pm

Section I: Contracting authority

I.1) Name and addresses

PORTSMOUTH CITY COUNCIL

City Council

Portsmouth

PO1 2AL

Contact

Procurement Service

Email

procurement@portsmouthcc.gov.uk

Telephone

+44 2392688235

Country

United Kingdom

NUTS code

UKJ31 - Portsmouth

Internet address(es)

Main address

<https://in-tendhost.co.uk/portsmouthcc.aspx/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/portsmouthcc.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/portsmouthcc.aspx/Home>

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

Home to School Transport Services - Portsmouth City Council - Dynamic Purchasing System

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

Portsmouth City Council (the council) is inviting applications from transport providers to deliver home to school transport services on behalf of the council.

These services are required to support the council fulfil its statutory responsibility to transport children and young people who meet specific criteria from home to both mainstream and special schools.

The majority of routes start and end in Portsmouth, however there are occasions when longer routes, starting and/or ending outside of the authority will be required.

The total value of call-offs to be awarded via the DPS is estimated to be in the region of £1.5million per annum. The initial term of the DPS will be 5 years with the option to extend in increments to be decided, on a rolling basis with no maximum term set.

The majority of call-offs will be awarded via mini-competition across all DPS suppliers. However, the council reserves the right to award call-offs without a mini-competition in the following circumstances:

- Where time is of the essence
- Where the child or young person's needs are specific to mean that only one supplier can fulfil the requirements
- Where a route will not run regularly or will be subject to significant change

Awards made without mini-competition will be based on factors including but not limited to the needs of the child or young person, vehicle type available, price per mile and supplier performance.

There is no minimum term for call-offs. While most call-offs will be awarded for at least the academic year, there may be changes to circumstances which require routes to be terminated, changed or awarded mid-year.

Call-offs will be awarded for a maximum term of 3 years, with the option to extend in increments to be agreed, to a maximum of 5 years. In exceptional circumstances call-off contracts may be extended beyond 5 years. These circumstances include:

- Where the needs of a child or young person can only be met by a specific vehicle type and this is held by one operator only and these needs will not change
- Where changes to the service would cause significant disruption to a child or young person's ability to attend school
- Where conditions in the wider environment mean extensions are required to prevent service disruption. For example, where local or national policies directly impacting service delivery are in the process of being updated, or where global political situations significantly increase the cost of fuel or other operating costs resulting in unaffordable cost increases for the council.

To assist suppliers with their application, the council is holding a supplier briefing on 14 June 2021 at 10:30am. This will include an explanation of service requirements, driver conduct, performance expectations, documentation, the application process and how the DPS will operate. Suppliers wishing to attend the session or receive a copy of the recording should refer to the tender documents.

This DPS is being established to replace and update Lot 1 of the council's existing DPS for home to school transport. Lot 1 of the original DPS will be de-activated, with no new applications accepted and no further call-offs awarded via the DPS.

The existing DPS includes for Lot 2 which covers ad hoc travel and which will remain open. The council reserves the right to add additional Lots to this new DPS in the future, particularly in respect of ad-hoc travel requirements the council may have. If established, Lot 2 of the existing DPS will be closed.

The procurement will run to the following timetable:

- Supplier briefing - 10:30 on 14 June 2021
- Return date - 10:00 on 5th July 2021

- DPS established - 16th July 2021
- First mini-competition launched - week commencing 19th July 2021

While the DPS will remain open for applications, suppliers wishing to be included within the mini-competitions for new routes for the 2021/22 academic year must submit their applications by 10:00 on 5th July 2021.

II.1.5) Estimated total value

Value excluding VAT: £75,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The council has an existing DPS for the provision of Commissioned Transport Services that is made up of 2 lots - Lot 1 for Home to School Transport and Lot 2 for ad-hoc and emergency transport.

The resulting DPS established from this notice will replace Lot 1 of the existing system noted above which will be closed. Lot 2 from this system will remain open and will continue to be used by the council.

The council reserves the right to establish a second Lot in this newly established DPS for ad hoc travel requirements for the council as a whole. If utilised, Lot 2 from the old system will be closed.

II.2) Description

II.2.1) Title

Home to School Transport

Lot No

1

II.2.2) Additional CPV code(s)

- 60120000 - Taxi services
- 60130000 - Special-purpose road passenger-transport services
- 60170000 - Hire of passenger transport vehicles with driver

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex
- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

The majority of contracts awarded through the DPS will be in respect of home to school routes that start and end within the council boundary. However, there are occasions when the council retains responsibility for children that live outside of its boundary, or are required to transport children to a school outside of its boundary. The exact locations of these routes cannot be identified or predicted but service providers will be expected to be able to deliver these requirements as they arise.

II.2.4) Description of the procurement

The council provides a home to school transport service for mainstream and special schools for children and young people who meet specific criteria. As part of this service, the council uses local transport services including private hire vehicles, minibuses and hackney carriages to transport children and young people to their place of education.

Where required, children and young people will be accompanied by a passenger assistant employed by the council. This is not the case for all routes and a number of children and young people are unaccompanied during the journey. As a result, the council must ensure that any drivers transporting children adhere to a strict standard of behaviour and possess a current DBS check. Full details of requirements can be found in the Driver Handbook within the tender documents.

The majority of call-offs will be awarded via mini-competition across all DPS suppliers. However, the council reserves the right to award call-offs without a mini-competition in the following circumstances:

- Where time is of the essence
- Where the child or young person's needs are specific to mean that only one supplier can fulfil the requirements
- Where a route will not run regularly or will be subject to significant change

Awards made without mini-competition will be based on factors including but not limited to the needs of the child or young person, vehicle type available, price per mile and supplier performance.

There is no minimum term for call-offs. While most call-offs will be awarded for at least the academic year, there may be changes to circumstances which require routes to be terminated, changed or awarded mid-year.

Call-offs will be awarded for a maximum term of 3 years, with the option to extend in increments to be agreed, to a maximum of 5 years. In exceptional circumstances call-off contracts may be extended beyond 5 years. These circumstances include:

- Where the needs of a child or young person can only be met by a specific vehicle type and this is held by one operator only and these needs will not change
- Where changes to the service would cause significant disruption to a child or young person's ability to attend school
- Where conditions in the wider environment mean extensions are required to prevent service disruption. For example, where local or national policies directly impacting service delivery are in the process of being updated, or where global political situations significantly increase the cost of fuel resulting in unaffordable cost increases for 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.2.6) Estimated value

Value excluding VAT: £75,000,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The initial term of the DPS will be 5 years with the option to extend in increments to be determined by the council, on a rolling basis with no maximum term. Therefore the DPS may run indefinitely.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

There is no minimum term for call-offs. While most call-offs will be awarded for at least the academic year, there may be changes to circumstances which require routes to be terminated, changed or awarded mid-year.

Call-offs will be awarded for a maximum term of 3 years, with the option to extend in increments to be agreed, to a maximum of 5 years. In exceptional circumstances call-off contracts may be extended beyond 5 years. These circumstances include:

- Where the needs of a child or young person can only be met by a specific vehicle type and this is held by one operator only and these needs will not change
- Where changes to the service would cause significant disruption to a child or young person's ability to attend school
- Where conditions in the wider environment mean extensions are required to prevent service disruption. For example, where local or national policies directly impacting service delivery are in the process of being updated, or where global political situations significantly increase the cost of fuel resulting in unaffordable cost increases for the council.

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

All applicants must be able to provide drivers that hold the relevant licences and DBS certifications.

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

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the setting up of a dynamic purchasing system

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

5 July 2021

Local time

10:00am

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom