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Tender

Civil Parking & Traffic Enforcement Operations and Systems

The Mayor and Commonalty and Citizens of the City of London

F02: Contract notice

Notice identifier: 2021/S 000-013270

Procurement identifier (OCID): ocids-h6vhtk-02bb49

Published 11 June 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

The Mayor and Commonalty and Citizens of the City of London

Guildhall PO Box 270

London

EC2P 2EJ

Email

Oliver.Watling@cityoflondon.gov.uk

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

www.cityoflondon.gov.uk

Buyer's address

www.capitalesourcing.com

I.3) Communication

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

www.capitalesourcing.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.capitalesourcing.com

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

Civil Parking & Traffic Enforcement Operations and Systems

II.1.2) Main CPV code

- 98351110 - Parking enforcement services

II.1.3) Type of contract

Services

II.1.4) Short description

The competition for the provision of Parking Enforcement and traffic Services is separated into 6 Lots. Suppliers may bid for individual Lots, or all Lots.

The contract term will be an initial five year term with the option to extend for two years (seven years in total).

LOT 1 – Civil (on street) Parking & Traffic Enforcement

Requirements include:

- patrolling public highways,
- issuing enforcement notices;
- monitoring CCTV
- operating mobile camera vehicles within the City;
- issuing penalty charge notices to vehicles; and

LOT 2 – Off Street Car Parks Management and barrier equipment replacement

Requirement include:

- managing car parks located at London Wall, Minories, Tower Hill, Baynard House, Whites Row and Smithfield
- assisting City of London Police with management of parking and traffic matters as requested
- maintaining and replacing barrier equipment

LOT 3 – Provision of CCTV Enforcement Cameras and automated number plate reader solution, including repair and maintenance

Requirement include:

- Supply, installation and maintenance of CCTV equipment and associated hardware and software, and maintenance of existing equipment.

LOT 4 – Parking Enforcement Notice Processing IT provision

Requirement includes:

- Notice processing using an IT system hosted and maintained by the supplier

LOT 5 – Provision of mobile (cashless) payment services for parking

Requirement includes:

- Parking payment app for collecting revenue from parking customers.

LOT 6 – Provision of document management, scanning and postal payment services

Requirement includes:

Provision of document management, scanning and postal payment services

The estimated total value of the contract for each respective lot is stated in section II.2.6) of this notice and is for the entire duration, including all the optional extensions, together with all potential future needs as described within the tender documents.

II.1.5) Estimated total value

Value excluding VAT: £29,245,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 6

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

The contracting authority reserves the right to award contracts combining any of the Lots

II.2) Description

II.2.1) Title

Lot 1- Civil (on street) Parking & Traffic Enforcement

Lot No

Lot 1 - Civil (On Street) Parking

II.2.2) Additional CPV code(s)

- 98351110 - Parking enforcement services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Lot 1 – Civil (on street) Parking & Traffic Enforcement

Annual budget circa £2m

Includes:

- patrolling public highways,
- issuing enforcement notices;
- monitoring CCTV
- operating mobile camera vehicles within the City;
- issuing penalty charge notices to vehicles; and

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: £16,100,000

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

Duration in months

60

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 24 further months on a year by year basis. The maximum length of the contract is therefore 84 months.

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

Lot 2 — Off Street Car Parks Management and barrier equipment replacement

Lot No

Lot 2 - Off Street Parking

II.2.2) Additional CPV code(s)

- 34926000 - Car park control equipment
- 63712400 - Parking services
- 98351000 - Car park management services
- 98351100 - Car park services
- 98351110 - Parking enforcement services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Lot 2 – Off Street Car Parks Management and barrier equipment replacement

Requirements include:

- Managing car parks located at London Wall, Minories, Tower Hill, Baynard House, Whites Row and Smithfield

- Assisting City of London Police with management of parking and traffic matters as requested
- replacement and maintenance of barrier equipment

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: £11,900,000

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

Duration in months

60

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 24 further months on a year by year basis. The maximum length of the contract is therefore 84 months.

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

Lot 3 – Provision of CCTV Enforcement Cameras and automated number plate reader solution, including repair and maintenance

Lot No

Lot 3 - Provision of CCTV

II.2.2) Additional CPV code(s)

- 32234000 - Closed-circuit television cameras
- 32235000 - Closed-circuit surveillance system
- 92222000 - Closed circuit television services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Provision of CCTV Enforcement Cameras and automated number plate reader solution, including repair and maintenance

Including supply and maintenance of new hardware and software, and maintenance of existing CCTV hardware and software .

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: £580,000

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

Duration in months

60

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 24 further months on a year by year basis. The maximum length of the contract is therefore 84 months.

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

Lot 4 – Parking Enforcement Notice Processing IT provision

Lot No

Lot 4 – PCN IT provision

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Lot 4 – Parking Enforcement Notice Processing IT provision

Requirements include provision of a system hosted and maintained by a supplier.

The City of London is currently a high volume local authority for CCTV Penalty Charge Notices (PCNs) and a low volume authority for on-street PCNs. We are currently in the top 6 in London overall in figures published by London Councils.

Provision will include:

- Parking charge notices - each require a record of the data, perhaps 3 scanned images and 5 photographic images
- Parking charge notices will have an associated video image which will be stored on the CCTV database, to which a viewing link will be required from the PCN screen
- Cashless parking potential transactions
- Suspension records
- Files transmitted and received through interfaces
- All financial transactions related to the above

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: £455,000

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

Duration in months

60

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 24 further months on a year by year basis. The maximum length of the contract is therefore 84 months.

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

Lot 5 - Provision of mobile (cashless) payment services for parking

Lot No

Lot 5 - Cashless Payment

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems

- 72416000 - Application service providers

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Lot 5 – Provision of mobile (cashless) payment services for parking

- Parking payment app required for collecting parking charge revenue from customers.

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: £280,000

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

Duration in months

60

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 24 further months on a year by year basis. The maximum length of the contract is therefore 84 months.

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

Lot 6 – Provision of document management, scanning and postal payment services

Lot No

Lot 6 – Provision of document management, scanning and postal payment services

II.2.2) Additional CPV code(s)

- 64112000 - Postal services related to letters
- 79999100 - Scanning services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Lot 6 - Provision of document management, scanning and postal payment services

Requirement to deal with cheques, letters and other related parking correspondence.

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

60

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 24 further months on a year by year basis. The maximum length of the contract is therefore 84 months.

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.1.2) 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.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

13 July 2021

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

27 July 2021

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)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Please note that this procurement process is being undertaken using the electronic tendering system 'Capital eSourcing' (url: www.capitalesourcing.com).

Participants should register as a supplier on the portal using the aforementioned URL/link (if not already), then search for the opportunity titled using the Reference number stated below.

The procurement is being run as a two stage process under the restricted procedure and therefore, if your organisation would like to participate in this tender exercise, it can do so by completing and returning the Selection Questionnaire (SQ) which can be found on the City's e-procurement portal at: www.capitalesourcing.com with the Reference number: prj_COL_18304.

Organisations must submit their completed Selection Questionnaire (SQ), together with any supporting documents, via the system by the return deadline in order to participate and registration is free. Selection Questionnaire(s) cannot be uploaded after the return deadline.

The contracting authority will not be held accountable for any errors made by an organisation in submitting their applicable Selection Questionnaire(s).

The contracting authority reserves the right at any time to vary the timescales in this notice, cease the procurement process and not award the agreement or to award only part of the opportunity described in this notice. If the contracting authority takes up any of these rights then it will not be responsible for, or pay the expenses or losses, which may be incurred by any candidate or tenderer as a result.

Economic operators are solely responsible for their costs and expenses incurred in connection with the preparation of their tender submissions and all stages throughout the

procurement. Under no circumstances will the contracting authority be liable for costs or expense borne by the economic operators. The procurement process that will apply to the requirement is specified in the procurement documents accordingly.

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Cabinet Office

70 Whitehall

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will incorporate a minimum 10 calendar days (when using electronic means) standstill period at the point information on the award of the Agreement is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award an agreement before a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

Any such action must be brought promptly and within the time-limits as defined in the

above regulations. Where an agreement has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the agreement has been entered into the court has the options to award damages and/or to shorten or order the agreement ineffective.

VI.4.4) Service from which information about the review procedure may be obtained

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom