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Tender

## Berwickshire Taxi Bus DRT

Scottish Borders Council

F02: Contract notice

Notice identifier: 2025/S 000-013816

Procurement identifier (OCID): ocds-h6vhtk-04e8da

Published 9 April 2025, 9:02am

## Section I: Contracting authority

### I.1) Name and addresses

Scottish Borders Council

Council Headquarters

Newtown St Boswells

TD6 0SA

### Email

[procurement@scotborders.gov.uk](mailto:procurement@scotborders.gov.uk)

### Telephone

+44 1835824000

### Country

United Kingdom

### NUTS code

UKM91 - Scottish Borders

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00394](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00394)

**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**

Berwickshire Taxi Bus DRT

Reference number

1001416

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

- 60112000 - Public road transport services

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

Services

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

Provision of a demand responsive taxi-bus service within the Berwickshire area.

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKM91 - Scottish Borders

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

Provision of a demand responsive taxi-bus service within the Berwickshire area.

#### **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**

Start date

1 July 2025

End date

30 June 2028

This contract is subject to renewal

Yes

Description of renewals

2 x 12 months optional extensions, taking the maximum duration to 5 years.

#### **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

4A1a:

Bidders are required to have prior to commencement of the contract the following:

Taxi or Private Hire Operator License issued by Scottish Borders Council

Special Restricted Public Service Vehicle Operator License

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

4B5b/4B5c: The bidder must confirm they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below.

4B6: The bidder may at the Council's discretion be asked to provide copies of their audited accounts for the most recent two financial years.

Bidders must declare that they have passed the financial standing test of the Traffic Commissioner.

Minimum level(s) of standards possibly required

- Employer's (Compulsory) Liability - Minimum amount GBP5,000,000 per claim
- Public Liability Insurance - Minimum amount GBP5,000,000 per claim
- Motor Vehicle Insurance (Fully Comprehensive) - Minimum amount GBP5,000,000 per claim

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

4C7: 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.

4D1: Bidders will be required to provide a documented Health & Safety policy or, where applicable (less than 5 employees, self-employed, etc.) statement of Health & Safety intent.

Minimum level(s) of standards possibly required

Complete document 1001416-Bidder Relevant Contract Climate Change Plan

Provide legally compliant H&S policy or statement of intent

## **III.2) Conditions related to the contract**

### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Holders of licenses as stated in III.1.1

### **III.2.2) Contract performance conditions**

See conditions of contract

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## Section IV. Procedure

### IV.1) Description

#### IV.1.1) Type of procedure

Open procedure

#### 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: [2025/S 000-007613](#)

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

Date

12 May 2025

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

12 May 2025

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: 5 years time

### **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**

Bidders are strongly advised to engage with the Supplier Development Programme in the preparation of their bids: <https://www.sdpScotland.co.uk/>

Once the tender evaluation has been completed the following documentation will be required:

1. evidence of your company's insurance certification detailing the required level of insurance as per the levels stated within this contract notice.
2. A completed copy of Forms and Declarations
3. A completed copy of FOI Exemption Request Form
4. A completed copy of Non-Involvement in Serious Organised Crime Declaration
5. Any other documentation required.

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=795190](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=795190).

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:  
<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community benefits will be required in line with the minimums stated in the delivery plan.

(SC Ref:795190)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=795190](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=795190)

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

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

Jedburgh Sheriff Court and Justice of the Peace Court

Castlegate

Jedburgh

TD8 6AR

Email

[jedburgh@scotcourts.gov.uk](mailto:jedburgh@scotcourts.gov.uk)

Telephone

+44 1835863231

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/jedburgh-sheriff-court-and-justice-of-the-peace-court>

