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Tender

## **Provision of Taxi and Private Vehicle Hire**

Glasgow City Council  
The Wheatley Housing Group Limited  
Disclosure Scotland  
Scottish Prison Service  
University of Strathclyde  
Glasgow Caledonian University  
City of Glasgow College  
Glasgow Clyde College  
Glasgow Kelvin College  
University of Glasgow  
The Glasgow School of Art  
Glasgow Life (Culture & Sport Glasgow)  
City Building (Glasgow) LLP  
Jobs & Business Glasgow

F02: Contract notice

Notice identifier: 2024/S 000-014167

Procurement identifier (OCID): ocds-h6vhtk-0456c5

Published 2 May 2024, 10:37am

## **Section I: Contracting authority**

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

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

**Contact**

Raji Purba

**Email**

[raji.purba@glasgow.gov.uk](mailto:raji.purba@glasgow.gov.uk)

**Telephone**

+44 1412879077

**Fax**

+44 1412879399

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

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

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

**I.1) Name and addresses**

The Wheatley Housing Group Limited

25 Cochrane Street

Glasgow

G1 1HL

**Contact**

Neve Beaton

**Email**

[neve.beaton@wheatley-group.com](mailto:neve.beaton@wheatley-group.com)

**Telephone**

+44 7825823911

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.wheatley-group.com>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10306](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10306)

**I.1) Name and addresses**

Disclosure Scotland

1 Pacific Quay

Glasgow

G51 1DZ

**Contact**

Lenore Robson

**Email**

[lenore.robson@disclosurescotland.gov.scot](mailto:lenore.robson@disclosurescotland.gov.scot)

**Telephone**

+141 3143097

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.disclosurescotland.co.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA16222](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16222)

**I.1) Name and addresses**

Scottish Prison Service

5 Redheughs Rigg

Edinburgh

EH12 9HW

**Contact**

Lisa Bain

**Email**

[Lisa.Bain@prisons.gov.scot](mailto:Lisa.Bain@prisons.gov.scot)

**Telephone**

+44 1313303770

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**National registration number**

Calton House,

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00384](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00384)

**I.1) Name and addresses**

University of Strathclyde

40 George Street, Procurement Department

Glasgow

G1 1QE

**Contact**

Laura Shaw

**Email**

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**Telephone**

+44 7811592949

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.strath.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00113](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00113)

**I.1) Name and addresses**

Glasgow Caledonian University

70 Cowcaddens Road

Glasgow

G4 0BA

**Contact**

Alana McGowan

**Email**

[procurement@gcu.ac.uk](mailto:procurement@gcu.ac.uk)

**Telephone**

+44 1413313578

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.gcu.ac.uk/procurement>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00195](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00195)

**I.1) Name and addresses**

City of Glasgow College

190 Cathedral Street

Glasgow

G4 0RF

**Contact**

Amie McCrudden

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**Telephone**

+44 1413755316

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.cityofglasgowcollege.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00453](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00453)

**I.1) Name and addresses**

Glasgow Clyde College

50 Prospecthill Road

Glasgow

G42 9LB

**Contact**

Joanne McQuillan

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**Telephone**



+44 1412723858

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.glasgowclyde.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00457](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00457)

**I.1) Name and addresses**

Glasgow Kelvin College

123 Flemington St

Glasgow

G21 4TD

**Contact**

Alison Ng

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[ang@glasgowkelvin.ac.uk](mailto:ang@glasgowkelvin.ac.uk)

**Telephone**

+44 7380525722

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<https://www.glasgowkelvin.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA22362](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA22362)

**I.1) Name and addresses**

University of Glasgow

Procurement Office, (Tay House)

Glasgow

G12 8QQ

**Contact**

Josephine Gallagher

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+44 1413304415

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.gla.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00108](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00108)

**I.1) Name and addresses**

The Glasgow School of Art

167 Renfrew Street

Glasgow

G3 6RQ

**Contact**

Karen Hardisty

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**Telephone**

+44 7872944282

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.gsa.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00197](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00197)

**I.1) Name and addresses**

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

**Contact**

Sandra MacLennan

**Email**

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+44 77667538890

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.glasgowlife.org.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10287](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287)

**I.1) Name and addresses**

City Building (Glasgow) LLP

350 Darnick Street

Glasgow

G21 4BA

**Contact**

Dilip Singh

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[creditors@citybuildingglasgow.co.uk](mailto:creditors@citybuildingglasgow.co.uk)

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+44 1412872200

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United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.citybuildingglasgow.co.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11002](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11002)

**I.1) Name and addresses**

Jobs & Business Glasgow

Ladywell Business Centre, 94 Duke Street

Glasgow

G4 0UW

**Contact**

Nicola Pinkerton

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[nicola.pinkerton@jbg.org.uk](mailto:nicola.pinkerton@jbg.org.uk)

**Telephone**

+44 1412743111

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**National registration number**

Calton House,

**Internet address(es)**

Main address

<http://www.jbg.org.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA16584](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16584)

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

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

<http://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

<http://www.publictendersscotland.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**

Provision of Taxi and Private Vehicle Hire

Reference number

GCC005912CPU

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

- 60120000 - Taxi services

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

Services

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

The council requires Bidders to submit bids for the Provision of Taxi and Private Vehicle Hire Services for the purposes of transporting employees, clients/ customers of the council and staff.

Furthermore, due to the nature of this framework, the council is looking to contract with organisations who can offer a fleet of vehicles to include wheelchair access and can facilitate dedicated drivers in order to ensure that vulnerable passengers have safe travel arrangements in place.

All drivers must have valid enhanced disclosure clearance of which the council requires "Protecting Vulnerable Groups (PVG) Scheme" membership. This is required for all drivers who are conducting Regulated Work on behalf of the council in accordance with the terms of Part 2 of Schedule 2 of the PVG (Scotland) Act.

Services will be required mainly across Glasgow boundary as defined as lot 1 and in



areas outside of the city as defined as lot 2 for the transportation of passengers

Lot 1 –Scheduled and Unscheduled Work – commencing within Glasgow Boundary

Lot 2 –Unscheduled – commencing outwith Glasgow Boundary

The council uses a unique innovative structure to deliver services to Glasgow's citizens. The council family has established a network of wholly and partly owned Arms' Length External Organisations ("ALEOs") which now provide services to and on behalf of the council. Within the council family the main users of this framework shall be Education Services and Glasgow Health & Social Care Partnership, of which Education Services are the lead department.

Bidders should note that the following external organisations will be using this framework:-

1-Glasgow Caledonian University

2-Glasgow kelvin College

3-City of Glasgow

4-Glasgow School of Arts

5-The University of Glasgow

6-The University of Strathclyde

7-Wheatley Housing Group

8-Disclosure Scotland

9-Glasgow Clyde College

10-Scottish Prison Service

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

Value excluding VAT: £34,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

## **II.2) Description**

### **II.2.1) Title**

Lot 1 – Scheduled and Unscheduled Work – Commencing within Glasgow Boundary

Lot No

1

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

- 64120000 - Courier services
- 60120000 - Taxi services
- 60170000 - Hire of passenger transport vehicles with driver
- 60171000 - Hire of passenger cars with driver

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

NUTS codes

- UKM82 - Glasgow City

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

Lot 1: Schedule and Non-Scheduled Journeys– Glasgow Boundary

Scheduled Element

Provision of taxi and/or private vehicle hire service on a scheduled for the transportation of vulnerable adults, children with additional support needs, young people, children, escorts and officers/members of the council on business.

-Runs shall be required 7 days a week, 24 hours (52 weeks of the year) including Public holidays.

Note for Education runs are required 5 days a week during term time.

-Single journeys can vary in length but will generally be up to 50 miles.

-Some of these journeys will form part of a court order so must be completed correctly of

which the Supplier will be advised at time of placing the order.

-Single journeys may require multiple pickups of which the Bidder must calculate the most cost-effective route and advise the council.

#### Unscheduled Element

Provision of a taxi and/or private hire service on unscheduled service mainly for officers/members of the council that are undertaking council business, but in addition to this providing transportation for vulnerable adults, children with additional support needs, children and escorts as and when required.

-Runs shall be required 7 days a week, 24 hours (52 weeks of the year) including public holidays.

-Journeys will vary on length from 1 mile to 50 miles.

-Some of these journeys will form part of a court order so must be complete correctly of which the supplier will be advised at time of placing the order.

-Single journeys may require multiple pickups of which the bidder must calculate the most cost-effective route and advise the council.

All drivers must have valid enhanced disclosure clearance of which the council requires "Protecting Vulnerable Groups (PVG) Scheme" membership. This is required for all drivers who are conducting Regulated Work on behalf of the council in accordance with the terms of Part 2 of Schedule 2 of the PVG (Scotland) Act.

Furthermore, due to the nature of this framework, the council is looking to contract with organisations who can offer a fleet of vehicles to include wheelchair access and can facilitate dedicated drivers in order to ensure that vulnerable passengers have safe travel arrangements in place.

#### **II.2.5) Award criteria**

Quality criterion - Name: Fair Working Practice / Weighting: 5

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 45

#### **II.2.6) Estimated value**

Value excluding VAT: £3,000,000

### **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

## **II.2) Description**

### **II.2.1) Title**

Lot 2 – Unscheduled commencing out with Glasgow Boundary

Lot No

2

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

- 64120000 - Courier services
- 60120000 - Taxi services
- 60170000 - Hire of passenger transport vehicles with driver
- 60171000 - Hire of passenger cars with driver

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

NUTS codes

- UKM82 - Glasgow City
- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire
- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond
- UKM95 - South Lanarkshire
- UKM84 - North Lanarkshire

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

##### **Lot 2: Unscheduled – Outwith Glasgow Boundary**

Provision of a taxi and/or private hire service on an Unscheduled service) mainly for transportation for vulnerable adults, children with additional support needs, children and escorts as and when required.

-Runs shall be required 7 days a week, 24 hours (52 weeks of the year) including public holidays.

-Journeys will vary on length from 1 mile to 50 miles.

-Some of these journeys will form part of a court order so must be complete correctly of which the supplier will be advised at time of placing the order.

-Single journeys may require multiple pickups of which the bidder must calculate the most cost-effective route and advise the council.

-Bidders will be required to pick up vulnerable passengers from locations outwith Glasgow City Council boundary and to take them to locations within the Glasgow Boundary and vice versa.

-The council expects these runs to be located within the Local Authorities area which may change during the framework period dependant on requirements:

For both lots, please note during inclement weather conditions assessment of each area of the city should be completed regarding the ability to service the runs. A city-wide decision should not be the default position. Suppliers must keep all services/users updated and advise the council representatives of any issues or concerns which may impact the services.

All drivers must have valid enhanced disclosure clearance of which the council requires “Protecting Vulnerable Groups (PVG) Scheme” membership. This is required for all drivers who are conducting Regulated Work on behalf of the council in accordance with

the terms of Part 2 of Schedule 2 of the PVG (Scotland) Act.

Furthermore, due to the nature of this framework, the council is looking to contract with organisations who can offer a fleet of vehicles to include wheelchair access and can facilitate dedicated drivers in order to ensure that vulnerable passengers have safe travel arrangements in place.

#### **II.2.5) Award criteria**

Quality criterion - Name: Fair Working Practice / Weighting: 5

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 45

#### **II.2.6) Estimated value**

Value excluding VAT: £4,000,000

#### **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

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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

As stated in:-

Document One – Invitation to Tender Document

and

Document Two – Technical Specification

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

List and brief description of selection criteria

Economic & Financial Standing

This section seeks to assess Bidders Economic and Financial Standing as well as the ability to meet the Council's minimum Insurance requirements as set out below and included within the Contract Notice.

Financial Check

In order to pass the Financial Check section of the contract, it is mandatory for companies to attain the undernoted: -

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process: -

There is a minimum financial requirement that affects trading performance, and balance sheet strength.

Financial requirements for trading performance and balance sheet strength should be calculated on latest filed accounts. accounts with Companies House

Trading Performance

An overall positive outcome on EBITDA earnings over a 3-year period

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio EBITDA/Turnover

Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation.

and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities

If an applicant is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, full set of accounts will be required for the last 2 individual years filed in order for the 3-year profitability requirement to be verified.

An applicant should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements. for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part. of a Group, can provide a Parent Guarantee (in the Council style) if the Parent company satisfies the financial requirements stipulated above.

Glasgow City Council reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulations 61(7) or Regulation 61 (8) of the Public Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing.

Applicants who are subsequently appointed to the Framework shall, during the lifetime of the Framework Agreement, inform the Council immediately of any material changes to the information provided in their submission in relation to economic and financial standing. The Council notes Regulation 60(9) and 60(11) of the Public Contracts (Scotland) Regulations 2015 and reserves the right to refuse to award a contract following a mini competition should the Applicant no longer meet the requirements set out in this SPD.

Any Bidder that fails to achieve or exceed the criteria as stated above will be excluded at this stage.



Minimum level(s) of standards possibly required

## INSURANCES

Glasgow City Council's Insurance Requirements are:

-Applicants shall take out and maintain, throughout the period of the Framework, Employer's Liability insurance to the value of at least TEN MILLION POUNDS STERLING (10,000,000) in respect of any one event and unlimited in the period.

-Applicants shall take out and maintain, throughout the period of the Framework, Public Liability insurance to the value of at least FIVE MILLION POUNDS STERLING (5,000,000) in respect of any one event and unlimited in the period.

-Applicants shall take out and maintain, throughout the period of the Framework, Abuse cover to the value of at least FIVE MILLION POUNDS STERLING (5,000,000) in respect of any one claim, without limit to the number of claims or; Abuse cover to the value of at least TEN MILLION POUNDS STERLING (10,000,000) in respect of any one claim, and in the aggregate. The policy must be arranged on a 'claims occurring' basis. Please note cover arranged on a claims made basis will not be accepted by Glasgow City Council.

-Applicants shall take out and maintain throughout the period of the Framework, at least statutory Motor insurance cover as per the Road Traffic Act 1988.

The above insurances shall be with an insurance company registered with Financial Conduct Authority (FCA) in the UK, or equivalent body for EU member states by the council and any organisation shall not sub-let or sub-contract any part of the commission unless the sub-contractor is similarly insured, unless the council agrees otherwise. It is the express responsibility of the lead organisation to ensure this is the case.

Should the Bidder not have the specified insurances at the time of tendering then, the Bidder must certify in their response to this ITT that the specified insurance will be obtained.

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

List and brief description of selection criteria

Please refer to "Document One" Stage 2 - Technical & Professional Ability of which Bidders MUST answer all the questions.

This section has a weighted score of 100%. Each question/example contained within this section will be given individual scores which total to 100% e.g.

4C.1 Please provide 2 relevant examples of supplies and/or services carried out during the last three years as specified in the Contract Notice:(Examples from both public and/or private sector customers and clients may be provided)

Example 1 40%

Example 2 40%

4C.9 Please provide details of relevant tools, plant or technical equipment available to you in relation to this procurement exercise. 20%

Total Section 100%

## EVALUATION PROCESS

A minimum pass mark of 60% out of 100% is required in total for this section.

Any Bidder who fails to achieve the minimum score for this section will be excluded at this stage.

Minimum level(s) of standards possibly required

All drivers must have valid enhanced disclosure clearance of which the council requires "Protecting Vulnerable Groups (PVG) Scheme" membership. This is required for all drivers who are conducting Regulated Work on behalf of the council in accordance with the terms of Part 2 of Schedule 2 of the PVG (Scotland) Act.

Furthermore, due to the nature of this framework, the council is looking to contract with organisations who can offer a fleet of vehicles to include wheelchair access and can facilitate dedicated drivers in order to ensure that vulnerable passengers have safe travel arrangements in place.

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

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

Key Performance Indicators as detailed Terms and Conditions - Document Four and Document One- ITT

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## **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

#### **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

6 June 2024

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: 4 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

6 June 2024

Local time

12:00pm

Place

Glasgow

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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: April 2028

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

Economic operators may be excluded from this competition if they are in any situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

For SPD Questions 4D.1, 4D1.1, 4D1.2, 4D2, 4D2.1 and 4D2.2; applicants should hold the relevant certificates for Quality Control, Environmental Management Services and Health & Safety. If bidders do not hold the relevant certificates, they will be required to respond to supporting questions which have been added to the technical envelope.

Freedom of Information Act — Information on the FOI Act is contained in Appendix A of the ITT. Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI certificate (NB the council does not bind itself to withhold this information).

Tenderers Amendments — Applicants must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this offer.

Prompt Payment — The successful tenderer shall, as a condition of being awarded the tender, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these works are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the

tenderer) be paid within 30 days of receipt. The successful tenderer shall also impose this condition on its sub-contractors in respect of payments due to any sub-sub-contractors, if any.

Non Collusion — Applicants will be required to complete the Non Collusion certificate.

Insurance Mandate - All successful suppliers will be required to sign an Insurance Mandate, contained in the buyers attachments area within the PCS Tender portal authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the mandate is not signed and returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the attachments area within the PCS Tender portal (Document Four)

Additional information pertaining to this contract notice is contained in the Invitation to Tender (Document One) and Technical Specification (Document Two) documents situated within the attachments area of PCS-T.

Bidders must ensure they read all the attachments available in the suppliers attachment area in line with this contract notice.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26246. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

The council does not foresee bidders sub contracting this service.

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:

The council is seeking Mandatory Community Benefits, please refer to Document One -Invitation to Tender document

(SC Ref:763825)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

PO BOX 23 1 Carlton Place

Glasgow

G5 9DA

Email

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

Fax

+44 1412879399

Country

United Kingdom

Internet address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

Glasgow City Council must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates concerned of its decision to award the contract. The Council must allow a period of at least the relevant standstill period (where the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 86 of The Public Contract (Scotland) Regulations 2015 ("the Regulations"). The Council is obliged to comply with the Regulations and any eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the

Council must not enter into the contract unless the proceedings are determined, discontinued or disposed of;

or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further

clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.