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Tender

CORPORATE FACILITES COURIER SERVICE

Peabody Trust

F02: Contract notice

Notice identifier: 2021/S 000-014992

Procurement identifier (OCID): ocds-h6vhtk-02c204

Published 30 June 2021, 6:14pm

Section I: Contracting authority

I.1) Name and addresses

Peabody Trust

Minster Court, 45-47 Westminster Bridge Road

London

SE1 7JB

Email

procurement.enquiries@peabody.org.uk

Telephone

+44 2038284233

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.peabody.org.uk/>

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Courier-services./ZYX9KA5KS5>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Courier-services./ZYX9KA5KS5>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

CORPORATE FACILITES COURIER SERVICE

II.1.2) Main CPV code

- 64120000 - Courier services

II.1.3) Type of contract

Services

II.1.4) Short description

Peabody (“Peabody”) is seeking to appoint a single provider to be able to provide courier services from / to our corporate office sites on an ad-hoc basis as well as to be able to deliver items to Peabody staff members homes on request. In addition, to provide the courier service for Covid testing.

Peabody Group is committed to protecting the health, safety and welfare of our employees, customers, contractors and members of the public and providing a safe and secure environment.

Peabody has an expansive mixed property portfolio including; offices, community centres and scheme offices and a matrix of requirements. We require a successful supplier to be able to provide courier services from / to these sites on an ad-hoc basis as well as to be able to deliver items and Covid testing to Peabody staff members homes on request.

Requirements as below:

- Same day delivery service
- Nationwide delivery service as / when required

oMotorbike

oBicycle

oVan

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 64100000 - Post and courier services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

Peabody (“Peabody”) is seeking to appoint a single provider to be able to provide courier services from / to our corporate office sites on an ad-hoc basis as well as to be able to deliver items to Peabody staff members homes on request. In addition, to provide the courier service for Covid testing.

The successful supplier shall comply with all requirements set out in the Specification relevant to the delivery of the service. The successful supplier will deliver a reliable, high profile and cost effective service that creates:

Service Provider shall provide a high profile and visible service that creates:

Requirements

- Provide a reliable and efficient taxi service
- Provide a reliable and efficient courier service
- Pre agreed pricing schedule

Booking

- Provide a booking portal for Peabody staff to effectively and efficiently book and order taxi / courier service
- At point of booking require the Peabody staff member to provide their cost centre and service code

Management

The supplier will provide the appropriate management and supervisory structure necessary to effectively and efficiently manage the provision of the Services whilst delivering the most commercially robust service solution.

Billing

The supplier will provide invoices monthly, broken down into each job / task with an associated column with service code and cost code for Peabody finance to effectively recharge to the department placing the order.

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: £300,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The duration of the Contract will be for 36 months, with the possible extension for up to a further 1 year + 1 year structure subject to agreement between Peabody and the successful Provider.

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.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/ZYX9KA5KS5>

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

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

Date

30 July 2021

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 July 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Courier-services./ZYX9KA5KS5>

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GO Reference: GO-2021630-PRO-18486585

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

London

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Royal Court of Justice

London

Country

United Kingdom

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

Royal Court of Justice

London

Country

United Kingdom