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Tender

## **Environmental Services 2023 – Parking Enforcement (EPR 2122-200)**

London Borough of Brent

F02: Contract notice

Notice identifier: 2022/S 000-015090

Procurement identifier (OCID): ocds-h6vhtk-031edd

Published 30 May 2022, 3:17pm

### **Section I: Contracting authority**

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

London Borough of Brent

Brent Civic Centre

Wembley

HA9 0FJ

#### **Contact**

Mr Mohammed Negm

#### **Email**

[Mohammed.Negm@brent.gov.uk](mailto:Mohammed.Negm@brent.gov.uk)

#### **Telephone**

+44 2089373583

## **Country**

United Kingdom

## **NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

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

Buyer's address

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

## **I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=f2d8e57a-9735-ec11-810e-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=f2d8e57a-9735-ec11-810e-005056b64545>

## **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**

Environmental Services 2023 – Parking Enforcement (EPR 2122-200)

Reference number

DN578117

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

- 98351110 - Parking enforcement services

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

Services

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

The Council requires a partner organisation who will manage and effect the daily enforcement of parking and traffic restrictions within the borough boundary professionally and cost-effectively, in addition to providing a range of related services such as Pay & Display Machine Maintenance, Cash Collection, Parking Suspensions, CCTV Control Room staff and Resident & Business permit processing.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 63712400 - Parking services
- 98351110 - Parking enforcement services

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

NUTS codes

- UK - United Kingdom
- UKI - London
- UKI7 - Outer London – West and North West
- UKI72 - Brent

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

The Council requires a partner organisation who will manage and effect the daily enforcement of parking and traffic restrictions within the borough boundary professionally and cost-effectively, in addition to providing a range of related services such as Pay & Display Machine Maintenance, Cash Collection, Parking Suspensions, CCTV Control Room staff and Resident & Business permit processing.

The current CEO service operates from 7 am – 10 pm seven days per week, with core hours between 7 am and 7 pm. A reduced service operates on a Saturday & Sunday in line with the reduction of operational CPZs. A range of other restrictions operate including Footway Parking, Disabled Bays and Double Yellow Lines which are unaffected by the CPZ hours.

During events at Wembley Stadium, all On-Street and Off-Street parking areas within the Event Day Zone are controlled from 10 am until midnight. When active, the Event Day Zone doubles the controlled parking area within the borough.

### **Outline of requirements**

1.1 The Contractor must supply the following services:

- a) IT Administration and Management
- b) Civil Enforcement (on-street & Off street) and CCTV (enforcement & Control Room Services)
- c) Pay & Display Machine Maintenance (First Line)
- d) Cash Collection Service
- e) Car Pound and Removals Service
- f) Permit Processing admin support (all types including Resident & Business)
- g) Blue Badge Enforcement Service

h) In / Out Bound Print & Post Services

i) Parking Bay Suspensions / Dispensations

The contract will be for an initial 5 year contract period with options to extend annually thereafter up to a maximum contract period of 10 years (120 months).

Further detail about the procurement process and contract arrangements is contained in the procurement documents.

### **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

120

This contract is subject to renewal

Yes

Description of renewals

This is a permanent Council requirement and is subject to renewal. The contract will be for an initial 5 year contract period with options to extend annually thereafter up to a maximum contract period of 10 years (120 months).

Further detail about the procurement process and contract arrangements is contained in the procurement documents.

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

Maximum number: 3

### **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

Supplier must be affiliated with the British Parking Associations.

#### **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

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-006212](#)

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

Date

30 June 2022

Local time

12:00pm

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

11 July 2022

#### **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: 6 (from the date stated for receipt of tender)

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

The Contracting Authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004. All information received will be dealt with in accordance with that Act and information to which the Environmental Information Regulations apply will be dealt with in accordance with those regulations.

The Contracting Authority reserves the right not to proceed or not to award a contract for the whole or any part of the proposed procurement. The Contracting Authority will not be liable for any costs incurred by those expressing an interest, or tendering for this contract.

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

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

The High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom

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

Precise information on deadline(s) for review procedures



The Contracting Authority will incorporate a minimum 10 day calendar day standstill period at the point information on the award of the contract is communicated to tenderers. The Public Contracts Regulations 2015 (SI 2015 n° 102) (as amended) provide for aggrieved parties who have been harmed or are 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 started

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within 30 days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting the proceedings had arisen. The Court may extend the time limit for starting proceedings where the Court considers that there is a good reason for doing so but not so as to permit proceedings to be started more than 3 months after that date.

Where a contract 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 contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be “ineffective”.