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Tender

## **Framework Contract for Transportation**

Renfrewshire Council  
Renfrewshire Leisure

F02: Contract notice

Notice identifier: 2021/S 000-016249

Procurement identifier (OCID): ocds-h6vhtk-029b46

Published 12 July 2021, 4:35pm

The closing date and time has been changed to:

**30 August 2021, 12:00pm**

See the [change notice](#).

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

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

Renfrewshire Council

Renfrewshire House, Cotton Street

Paisley

PA1 1JB

#### **Contact**

Brian Bradley

#### **Email**

[brian.bradley@renfrewshire.gov.uk](mailto:brian.bradley@renfrewshire.gov.uk)

**Telephone**

+44 3003000300

**Country**

United Kingdom

**NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00400](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400)

**I.1) Name and addresses**

Renfrewshire Leisure

Renfrewshire House, 3rd Floor, Cotton Street

Paisley

PA1 1LL

**Email**

[carol.armstrong@renfrewshire.gov.uk](mailto:carol.armstrong@renfrewshire.gov.uk)

**Telephone**

+44 1416187390

**Country**

United Kingdom

## **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

## **Internet address(es)**

Main address

<http://www.renfrewshireleisure.com>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA23182](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA23182)

## **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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

## **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**

Framework Contract for Transportation

Reference number

RC-CPU-20-385

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

- 60000000 - Transport services (excl. Waste transport)

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

Services

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

This Framework Contract will provide the Purchaser (comprising various parties jointly collaborating in this Tender) with a mechanism to procure transportation services for children and adults, including protected adults, consisting of buses and taxis with, or without, Escorts, meeting all applicable legal requirements and the requirements set out in the related Tender Documents. The Services will include, but not be limited to, planned taxi and bus journeys including ad hoc taxi journeys that the Purchaser's staff may need in the course of their employment and ad hoc bus Journeys that schools may require from time to time.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

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

Additional Support Needs Taxis

Lot No

2

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

- 60120000 - Taxi services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire

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

This Lot will provide the Purchaser with a mechanism to procure taxi hire for fixed Journeys with, or without, Escorts meeting all applicable legal requirements and as set out in the Tender Documents.

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

Quality criterion - Name: Quality / Weighting: 40%

Price - Weighting: 60%

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

Start date

20 December 2021

End date

19 December 2025

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: Yes

Description of options

The Framework Contract may be extended on two (2) occasions for a period of up to twelve (12) months on each occasion.

### **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**

Ad Hoc Buses

Lot No

3

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

- 60172000 - Hire of buses and coaches with driver

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire

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

This Lot will provide the Purchaser with a mechanism to procure bus hire on an ad hoc basis.

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

Quality criterion - Name: Quality / Weighting: 40%

Price - Weighting: 60%

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

Start date

20 December 2021

End date

19 December 2025

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: Yes

Description of options

The Framework Contract may be extended on two (2) occasions for a period of up to twelve (12) months on each occasion.

### **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**

Ad Hoc Taxis

Lot No

4

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

- 60120000 - Taxi services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire

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

This Lot will provide the Purchaser with a mechanism to procure taxi hire on an ad hoc basis meeting all applicable legal requirements and as set out in the Tender Documents.

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

Quality criterion - Name: Quality / Weighting: 40%

Price - Weighting: 60%

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

Start date

20 December 2021

End date

19 December 2025

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: Yes

Description of options

The Framework Contract may be extended on two (2) occasions for a period of up to twelve (12) months on each occasion.

### **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**

Additional Support Needs Buses

Lot No

1

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

- 60172000 - Hire of buses and coaches with driver

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire

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

This Lot will provide the Purchaser with a mechanism to procure bus hire for fixed Journeys with, or without, Escorts meeting all applicable legal requirements and as set out in the Tender Documents.

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

Quality criterion - Name: Quality / Weighting: 40%

Price - Weighting: 60%

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

Start date

20 December 2021

End date

19 December 2025

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: Yes

Description of options

The Framework Contract may be extended on two (2) occasions for a period of up to twelve (12) months on each occasion.

#### **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

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

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

List and brief description of selection criteria

Please refer to these statements when completing section 4B of the SPD (Scotland):

Statement for 4B.5.1 It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

Minimum level(s) of standards possibly required

For 4B.5.1:

Where the Tenderer is bidding for a place on either Lot 1 or Lot 3:

Employer's (Compulsory) Liability Insurance = 10,000,000 GBP each and every claim

Where a Tenderer believes that they are not required to hold Employer's Liability Insurance then the Tenderer shall state the legal exemption they are relying upon to support this claim.

Public and Products Liability Insurance = 10,000,000 GBP each and every claim

Statutory third party motor vehicle insurance – a valid MV certificate in the company name and that cover is unlimited in respect of death or injury and that cover includes a minimum of 5,000,000 GBP property damage cover.

Where the Tenderer is bidding for a place on either Lot 2 or Lot 4:

Employer's (Compulsory) Liability Insurance = 10,000,000 GBP each and every claim

Where a Tenderer believes that they are not required to hold Employer's Liability

Insurance then the Tenderer shall state the legal exemption they are relying upon to support this claim.

Public and Products Liability Insurance = 5,000,000 GBP each and every claim

Statutory third party motor vehicle insurance – a valid MV certificate in the company name and that cover is unlimited in respect of death or injury.

<http://www.hse.gov.uk/pubns/hse40.pdf>

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

List and brief description of selection criteria

Please refer to these statements when completing section 4C of the SPD (Scotland):

Statement for 4C.1.2 Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Statement for 4C.6 Bidders will be required to confirm that they and/or the Service Provider have the following relevant educational and professional qualifications:

Statement for 4C.9 Bidders will be required to demonstrate that they have (or have access to) the relevant tools, plant or technical equipment to deliver the types of requirements detailed in II.2.4 in the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Statement for 4C.10 Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Minimum level(s) of standards possibly required

For Part 4C.6:

All Drivers shall hold appropriate & valid driving licences for the Vehicles being used to deliver the service & to have held the same for not less than 12 consecutive months prior to the Driver's commencement on the provision of Services. PSV Drivers will also require a CPC card.

All Escorts shall have attained their 18th birthday.

All Staff engaged in the provision of the Service shall be adequately trained & fully

understand Council policies & procedures for the protection of children & protected adults prior to their engagement on the provision of Services.

For 4C.9:

Bidders must confirm that they can meet the following minimum requirements:

That all Drivers & Escorts shall have adequate communications equipment such as a radio or mobile telephone.

Vehicles provided for use in the provision of the Service must meet the requirements of Law & Guidance as well as the following standards as a minimum & as applicable. Such vehicles must:

Be roadworthy;

Be adequately capable of conveying the number of passengers;

Meet all relevant standards of safety in connection with their intended use;

Be adequately & appropriately taxed & insured;

Be licensed as a public service vehicle, if it is adapted for carrying more than 8 adult passengers, or licensed for their operation as a Taxi/Private Hire Car, as appropriate, under the terms of the Civic Government (Scotland) Act 1982 ("the 1982 Act"). Taxis & Private Hire Cars must meet with, & be operated in accordance with, the requirements of the 1982 Act & the licensing standards & conditions imposed by the licensing authority who issued the licence. Where required under the terms of the 1982 Act & the Civic Government (Scotland) Act 1982 (Licensing of Booking Offices) Order 2009 or any successor legislation, any premises used for the booking of taxis or private hire cars shall be appropriately licensed.

Have seats which are all fitted with lap & diagonal inertia reel seat belts. Evidence of fitting work which has not been undertaken as standard by the manufacturer will be required to be submitted to the Authorised Officer for approval prior to using any vehicle for the purposes of the Contract

Have child proof locks fitted to any vehicles to be used in the provision of the Service which are in operation at all times during journeys under the Framework Contract;

Where fitted with a tail lift, have a Certificate of Examination to comply with the Lifting Operations & Lifting Equipment Regulations 1998. A tail lift must only be operated by suitably trained Staff;

Where appropriate, have a wheelchair restraining system which meets the requirements of Law & Guidance relating to the type and size of wheelchair for which it is being used;

Have a restraining system, other than a lap belt, for securing wheelchair passengers;

Be of such a type as will be capable of affording full protection to passengers during cold or inclement weather & must contain an adequate heating system in good working order;

Buses must have forward facing seats or a combination of forward & rear facing. Centre Facing seats are NOT ACCEPTABLE;

Where, & as appropriate, disabled access Buses must have a tail-lift or equivalent. Ramps are NOT ACCEPTABLE;

Buses must have Emergency Exits which are clearly marked;

All vehicles above 2 tonne gross vehicle weight must have fitted automatic audible reverse alarms;

Any vehicle with over 8 passenger seats must be fitted with front & rear bus signs;

Have a First Aid kit & an appropriate fire extinguisher which must be in full working order at all times;

Be kept in a clean & tidy condition.

Where a PCV is being used then the following minimums will apply:

The PCV will have a Vehicle Certificate of Fitness;

The PCV will always display Public Service Vehicle Operator's Licence:

The PCV will have Vehicle Registration Documents;

Where the PCV is fitted with a tail lift, it will have a Certificate of examination to comply with the Lifting Operations & Lifting Equipment Regulations 1998.

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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: Yes

### **IV.2) Administrative information**

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

Notice number: [2021/S 000-005077](#)

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

Originally published as:

Date

16 August 2021

Local time

12:00pm

Changed to:

Date

30 August 2021

Local time

12:00pm

See the [change notice](#).

#### **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**

Tender must be valid until: 17 December 2021

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

Date

16 August 2021

Local time

12:30pm

Place

Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley.

Information about authorised persons and opening procedure

Tenders will be opened in accordance with the Council's Standing Orders

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Electronic ordering will be used

Electronic payment will be used

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

Please refer to the Tender Documents for more information about the applicable

## Conditions of Contract.

Tenderers please note: Police Scotland identified a number of business areas which have a high risk of infiltration by serious and organised crime groups; transport contracts belongs to one such area and as such the authority reserves the right to include enhanced probity checks prior to any contract award, including sharing tenderer information with Police Scotland.

### Request for Documentation:

The Council will request the following documentation once all bids have been received:

1 Evidence of your company's insurance certificates detailing the required level of insurance's as per the levels stated within this Contract Notice and as detailed within the Invitation to Tender document uploaded within the general attachments area.

2 Tenderers are required to submit S3 Tender Compliance Certificate and S7 Declaration as part of their tender submission. Form S3 can be found in the General Attachments area of the Master ITT within PCS-T. Form S7 can be found within the Commercial Envelope of each Lot. Form S7 must be completed and returned for each Lot Tenderers are applying for.

3 A completed copy of the Supporting Documents uploaded within the general attachments area in Public Contract Scotland Tender Portal, please note that documents must be signed by an authorised signatory.

The Supporting Documents include:

Agreement to S1 Equalities Questionnaire

Agreement to S2 Equalities Declaration

Agreement to S3 Tender Compliance Certificate

Agreement to S4 No Collusion Certificate

Agreement to S5 Prompt Payment Certificate

Agreement to S8 Scorecard

Agreement to S9 List of Proposed Sub-Contractors

Agreement to Parent Company Guarantee

4 Any contract awarded as a result of this tender exercise will be subject to Scots Law and the exclusive jurisdiction of the Scottish Courts.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 17799. 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:

This is a Framework Contract with places on each Lot being awarded to multiple Service Providers. The value of any Call-offs awarded under the terms of the Framework Contract will be spread across Service Providers on each Lot.

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

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

As part of the response to the Quality Criteria, Tenderers are requested to provide details of the Community Benefits they will commit to as part of this contract.

(SC Ref:647535)

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

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

See VI.4.3 below

See VI.4.3 below

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI 2105/446) (as amended) may bring proceedings in the Sheriff Court or Court of Session

