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Planning

**450000**

Department for Transport

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-016992

Procurement identifier (OCID): ocds-h6vhtk-046c9f

Published 31 May 2024, 12:02pm

## **Section I: Contracting authority**

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

Department for Transport

Longview Road

Swansea

SA6 7JL

#### **Contact**

Allison Fry

#### **Email**

[Allison.Fry@dvla.gov.uk](mailto:Allison.Fry@dvla.gov.uk)

#### **Country**

United Kingdom

**Region code**

UKL18 - Swansea

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/driver-and-vehicle-licensing-agency>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Ministry or any other national or federal 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**

450000

Reference number

PS/24/77

**II.1.2) Main CPV code**

- 79993000 - Building and facilities management services

**II.1.3) Type of contract**

Services

## II.1.4) Short description

The DVLA require expressions of interest for the Provision of Facilities Management and Electrical Works. The estimated value of the contract is c£450,000. The service provider will operate on behalf of DVLA and will be accountable to DVLA for delivery of works within the terms of the contract. The contract term will be for 12 months with the option to extend for a further 12 months making this contract potentially a 2-year contract agreement.

The DVLA wish to appoint a Supplier who can deliver a pipeline of Facilities Management and Electrical Works. The Supplier will be required to work with the existing Facilities Management (FM) provider and a new FM Supplier (from 1st April 2025). The pipeline of works includes, but is not limited to Facilities Management requirements, Mechanical and Electrical works, driven by the aim to modernise the DVLA estate and improve the facilities on offer for staff and building users.

This pipeline of work includes the following requirements:-

- Resilient power and data connection to Morriston main security gatehouse
- Upgrade security lighting and integrate with VSS
- Create a wellbeing room/multi-faith room
- Create safe walkways & signage in our stores & Ty Felin sites
- Install vents for comms rooms
- Improve the ventilation in a C Ground Comms room
- Create an outside social/wellbeing space/ eating area
- Extend a secure card delivery area at Morriston
- Install 26 digital screens & 185 electric hand dryers across the estate.

This pipeline of work must be considerate and adhere to the following requirements:-

- On site works will need to be carried out in accordance with Health & Safety policies and procedures which have been put in place by both DVLA and the FM Service Provider.
- Detailed RAMS will need to be submitted 10 days prior to the commencement of any works for approval by the DVLA and their FM Service Provider.
- Completed works will require sign off by the DVLA .

- Handovers must include Operation & Maintenance (O&M) manuals, Health & Safety documentation, warranties, test certificates, COSH sheets and any other relevant documentation. Final versions of documents must be provided within one month of the completion of physical works.

- The Supplier must guarantee their work for a minimum of 12 months from handover.

The purpose of this Prior Information Notice (PIN) is to forewarn interested service providers of this requirement and highlight that DVLA plan to hold a Supplier Day for the purpose of premarket engagement and to enable DVLA to describe and develop the proposed requirements.

The Supplier Day has been scheduled for week commencing 24th June 2024. There will be an agenda for the day whereby we will describe the DVLA's requirements, undertake a site tour and provide an opportunity for suppliers to ask questions. Interested suppliers must express their interest via e-mail to [allison.fry@dvla.gov.uk](mailto:allison.fry@dvla.gov.uk) by 17:00pm on Thursday 20th June 2024 quoting reference PS-24-77 - Provision of FM and Electrical Works within the subject field.

If you do not want to attend the Supplier Day, but would like to be invited to tender for the Provision of works, please inform us by 17:00pm on Thursday 20th June 2024.

Providers should indicate if they fall within a small (less than 50 employees) or medium (50 to 249 employees) enterprise category. DVLA encourages open, fair and transparent procurement and omission from the DVLA's Supplier Day shall not prejudice against the supplier's ability to be invited to tender for the work. It should be noted that responding to this notice does not place the supplier into an advantageous position nor are there any obligations bound by attendance.

If you have any questions relating this requirement, please contact [allison.fry@dvla.gov.uk](mailto:allison.fry@dvla.gov.uk).

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

Value excluding VAT: £450,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 45310000 - Electrical installation work
- 45350000 - Mechanical installations
- 79993100 - Facilities management services

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

NUTS codes

- UKL18 - Swansea

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

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### **II.3) Estimated date of publication of contract notice**

1 October 2024

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No