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Tender

Provision of a Fully Managed Fleet Store

North Ayrshire Council

F02: Contract notice

Notice identifier: 2024/S 000-017861

Procurement identifier (OCID): ocds-h6vhtk-03fcf8

Published 10 June 2024, 2:06pm

Section I: Contracting authority

I.1) Name and addresses

North Ayrshire Council

Cunninghame House

Irvine

KA12 8EE

Contact

William Tomelty

Email

williamtomelty@north-ayrshire.gov.uk

Telephone

+44 1294324354

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337

I.3) Communication

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

<https://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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of a Fully Managed Fleet Store

Reference number

NAC/5168

II.1.2) Main CPV code

- 50111000 - Fleet management, repair and maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

North Ayrshire Council (“NAC”) is seeking an experienced, knowledgeable and capable supplier to deliver a fully manned and managed fleet store service. The key requirements of the service are:

A fully manned store on-site at the Transport Hub, Kilwinning;

Provision of core items available immediately for selection;

Provision of non-core items available to NAC as per stated timescales;

Management information reporting provided in a format that is compatible with NAC’s Fleet Management System;

Any other fleet store service duties required.

NAC currently have a contract in place for this requirement which is due to expire on 12th August 2024 and therefore the requirement is being re-tendered. The resultant contract will be for a period of five (5) years commencing 13th August 2024 until 12th August 2029.

II.1.5) Estimated total value

Value excluding VAT: £2,870,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50111100 - Vehicle-fleet management services
- 50111110 - Vehicle-fleet-support services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

NAC needs to review its current provision for its managed fleet store, which includes the supply of vehicle parts and plant parts.

NAC require a fully managed and supported service including sourcing, supplying, collecting and delivering of parts, accessories and consumables to NAC's on-site fleet store facility including the supply of the full range of parts, accessories and consumables for the repair of and maintenance of NAC's fleet which includes amongst others, refuse, roads and ground care vehicles.

Procurement will follow the open-tender route.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £2,870,000

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

Start date

13 August 2024

End date

12 August 2029

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

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

If required, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established.

Where it is required, within a bidder's country of establishment, they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service. Bidders must confirm if they hold the particular authorisation or memberships.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders will be required to have a minimum yearly "specific" turnover of 5,740,000 GBP for the last 3 years in the business area covered by the contract.

NAC reserve the right to review the bidder's financial information using company watch financial analytics at tender stage and throughout the life of the contract. If the bidder's financial health score (H-Score) is 25 or less further information/clarifications will be requested to ensure the equivalent economic and financial standing is adhered too. If this information or the clarifications are not satisfactory, the bidder will be excluded from the tender process.

Bidders who cannot meet the required level of turnover will be excluded from this tender.

Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

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:

Employers Liability Insurance = 5,000,000 GBP in respect of any one event

Public Liability Insurance 5,000,000 GBP in respect of any one event

Product Liability Insurance 1,000,000 GBP in the aggregate

Third-Party Motor Vehicle Insurance (a valid motor vehicle certificate must be held in the company name or (where there is no fleet but rather the company permits its employees to use their personal vehicles for business purposes), a letter signed by a person of appropriate authority - confirming that the company has ongoing arrangements in place to ensure their employees' vehicles are appropriately insured and maintained.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders are required to provide 2 examples of services carried out in the past 3 years, with a minimum project value of 500,000 GBP per annum, that demonstrates they have the relevant experience to deliver the services described in the Contract Notice. The services must be of a similar value, size and scope. Unsatisfactory experience will result in exclusion from the tender process.

Bidders must also provide 2 satisfactory references for the same 2 contracts on the reference templates provided. References should be completed and signed by previous customers for contracts of a similar value, size and scope. If any of the referees score the bidder less than 2 the bidder will be excluded from the tender process.

Completed experience and reference templates must be zipped and uploaded at question 4C.1 of the qualification envelope.

Bidders who intend to use a supply chain to deliver the requirements detailed in the Contract Notice, must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that bidders have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms.

b) ≥95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

Bidders unable to confirm (b) must provide an improvement plan, signed by their Director, which improves payment performance.

Bidders are required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

- a completed copy of the Bidder 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does not need to contain calculated carbon emissions.

Bidders are required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Bidders who intend to subcontract more than 25% to any individual organisation must ensure the SPD (Scotland) - Subcontractors Supplier Response is completed and uploaded at question 2D.1.2 of the qualification envelope.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Contract performance measures include on time deliveries, fulfilled orders, robust management information and more. Bidders attention is drawn to the Statement of Requirements within the Invitation to Tender Document.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-027312](#)

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

Date

12 July 2024

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

12 July 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: It is anticipated the contract will be renewed 6-9 months before the contract end date, unless terminated early. Contract does not include any optional extensions.

VI.3) Additional information

Lots are not being used for this tender for the reasons stated below:

Nature of the contract is not suitable for lots.

Delivery of the contract is location specific.

Would require additional contract management resource which is not available.

Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent) or a documented policy regarding quality management, see attachment at SPD question 4D.1.

Health and Safety Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum or the bidder must have a regularly reviewed and documented policy for Health and Safety management, see attachment at SPD question 4D.1.

Environmental Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or the bidder must have a regularly reviewed documented policy regarding environmental management, see attachment at SPD question 4D.2.

Bidders 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.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26400. For more information see:

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

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:

Community benefits will be required on a mandatory basis for:

- Employability & Skills
- SMEs
- TSOs
- Education
- Community Wish List (<http://northayrshire.community/community-benefits-wishlist-application-form/>)

(SC Ref:763448)

VI.4) Procedures for review

VI.4.1) Review body

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA11ED

Telephone

+44 1563550024

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/>