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Tender

## University Shuttle Bus 2024

LEEDS TRINITY UNIVERSITY

F02: Contract notice

Notice identifier: 2024/S 000-021904

Procurement identifier (OCID): ocds-h6vhtk-047dd9

Published 16 July 2024, 4:20pm

### Section I: Contracting authority

#### I.1) Name and addresses

LEEDS TRINITY UNIVERSITY

Brownberrie Lane, Horsforth

LEEDS

LS185HD

#### Contact

Mark Hayter

#### Email

[m.hayter@leedstrinity.ac.uk](mailto:m.hayter@leedstrinity.ac.uk)

#### Country

United Kingdom

**Region code**

UKE42 - Leeds

**Companies House**

6305220

**Internet address(es)**

Main address

<https://www.leedstrinity.ac.uk/>

**I.3) Communication**

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

<https://neupc.delta-esourcing.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://neupc.delta-esourcing.com/>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

University Shuttle Bus 2024

Reference number

TRA007LTU

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

- 60172000 - Hire of buses and coaches with driver

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

Services

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

The university seeks to appoint a contractor that will provide a Shuttle Bus service, inclusive of vehicle and driver, for the transportation of passengers via predetermined routes that connect the university's Horsforth Campus to Horsforth Rail Station and local community.

The contract will be held between the university and the operator. Third party intermediary, or sub-contract arrangements will not be considered.

The University will operate the service as a private hire arrangement using a coach/private hire operator. This is to ensure the service can be adjusted where required to meet the changing needs of passengers and to allow a modest degree of flexibility in the service timetable to better align to exact train arrival and departure times.

- Any additional capacity, or new routes and services that may be required to support the university's new City Campus at 1 Trevelyan Square, LS1 6AE which opens in October 2024, and

- Any other ad-hoc, organised trips,

will also be provided for by this contract.

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKE4 - West Yorkshire

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

The procurement will be conducted exclusively via the university's e-tendering website, where all documentation can be found and downloaded:

<https://neupc.delta-esourcing.com/members/leeds-trinity-university/>

Accessing a Tender Opportunity via the university's e-tendering website:

Once you have created a supplier profile, to respond to an opportunity, click 'Response Manager' or 'View Invites and Responses'. You will then be presented with a list of all opportunities your organisation has previously worked on and be given the option of viewing current invites or entering the access code to begin responding to a new opportunity.

Note:

Project: TRA007LTU - Shuttle Bus Services 2024

Access Code : N6PR4W4B5J

### **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

84

This contract is subject to renewal

Yes

#### Description of renewals

Subject to ongoing demand, it is envisaged that tenders will be invited for a renewal contract approximately six months before the expiry of the incumbent contract.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

#### Description of options

Subject to satisfactory contract performance, and on-going demand, the university reserves the right to extend the contract for any period up to a maximum of six additional years, with the latest the contract can expire being 31st July 2031

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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**

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

15 August 2024

Local time

9:59am

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

English

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

Date

15 August 2024

Local time

10:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Leeds Trinity University

Brownberrie Lane

Horsforth, Leeds

LS18 5HD

Email

[m.hayter@leedstrinity.ac.uk](mailto:m.hayter@leedstrinity.ac.uk)

Country

United Kingdom