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Contract

CORPORATE FACILITES COURIER SERVICE

Peabody Trust

F03: Contract award notice

Notice identifier: 2021/S 000-022709

Procurement identifier (OCID): ocds-h6vhtk-02c204

Published 13 September 2021, 4:15pm

Section I: Contracting authority

I.1) Name and addresses

Peabody Trust

45-47 Westminster Bridge Road

London

SE1 7JB

Email

procurement.enquiries@peabody.org.uk

Telephone

+44 2038284233

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.peabody.org.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

CORPORATE FACILITES COURIER SERVICE

II.1.2) Main CPV code

- 64120000 - Courier services

II.1.3) Type of contract

Services

II.1.4) Short description

Peabody (“Peabody”) is seeking to appoint a single provider to be able to provide courier services from / to our corporate office sites on an ad-hoc basis as well as to be able to deliver items to Peabody staff members homes on request. In addition, to provide the courier service for Covid testing.

Peabody Group is committed to protecting the health, safety and welfare of our employees, customers, contractors and members of the public and providing a safe and secure environment.

Peabody has an expansive mixed property portfolio including; offices, community centres and scheme offices and a matrix of requirements. We require a successful supplier to be able to provide courier services from / to these sites on an ad-hoc basis as well as to be able to deliver items and Covid testing to Peabody staff members homes on request.

Requirements as below:

- Same day delivery service
- Nationwide delivery service as / when required

oMotorbike

oBicycle

oVan

II.1.6) Information about lots

This contract is divided into lots: Yes

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £300,000

II.2) Description

II.2.1) Title

Lot No

n/a

II.2.2) Additional CPV code(s)

- 64100000 - Post and courier services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

Peabody (“Peabody”) is seeking to appoint a single provider to be able to provide courier services from / to our corporate office sites on an ad-hoc basis as well as to be able to deliver items to Peabody staff members homes on request. In addition, to provide the courier service for Covid testing.

The successful supplier shall comply with all requirements set out in the Specification relevant to the delivery of the service. The successful supplier will deliver a reliable, high profile and cost effective service that creates:

Service Provider shall provide a high profile and visible service that creates:

Requirements

- Provide a reliable and efficient taxi service

- Provide a reliable and efficient courier service
- Pre agreed pricing schedule

Booking

- Provide a booking portal for Peabody staff to effectively and efficiently book and order taxi / courier service
- At point of booking require the Peabody staff member to provide their cost centre and service code

Management

The supplier will provide the appropriate management and supervisory structure necessary to effectively and efficiently manage the provision of the Services whilst delivering the most commercially robust service solution.

Billing

The supplier will provide invoices monthly, broken down into each job / task with an associated column with service code and cost code for Peabody finance to effectively recharge to the department placing the order.

II.2.5) Award criteria

Price

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

II.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/ZYX9KA5KS5>

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: [2021/S 000-014992](#)

Section V. Award of contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

25 August 2021

V.2.2) Information about tenders

Number of tenders received: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Addison Lee Limited

The Point,, 37 North Wharf Road,

London

W2 1AF

Country

United Kingdom

NUTS code

- UKI - London

National registration number

01205530

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £300,000

Section VI. Complementary information

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=623781335>

GO Reference: GO-2021913-PRO-18896753

VI.4) Procedures for review

VI.4.1) Review body

Peabody Trust

45-47 Westminster Bridge Road,

London

SE1 7JB

Country

United Kingdom

Internet address

<https://www.peabody.org.uk/>

VI.4.2) Body responsible for mediation procedures

Peabody Trust

45-47 Westminster Bridge Road

London

SE1 7JB

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

Peabody Trust

45-47 Westminster Bridge Road

London

SE1 7JB

Country

United Kingdom