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Tender

Off Street Parking Management Services

Epping Forest District Council

F02: Contract notice

Notice identifier: 2023/S 000-023119

Procurement identifier (OCID): ocids-h6vhtk-03ee00

Published 8 August 2023, 4:05pm

The closing date and time has been changed to:

4 October 2023, 1:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Epping Forest District Council

Civic Offices, 323 High Street

Epping

CM16 4BZ

Contact

Katrine Sallows

Email

katrine.sallows@braintree.gov.uk

Telephone

+44 1376551414

Country

United Kingdom

Region code

UKH3 - Essex

Internet address(es)

Main address

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

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-Epping:-Parking-enforcement-services./5Y3UZ4J9X7>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-title/5Y3UZ4J9X7>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Off Street Parking Management Services

Reference number

SPS0003

II.1.2) Main CPV code

- 98351110 - Parking enforcement services

II.1.3) Type of contract

Services

II.1.4) Short description

Epping Forest District Council is seeking a Contractor to deliver Off Street Parking Enforcement, Cash Collection and First Line Machine Maintenance for its owned/managed car parks.

The contract period will be for 5 years with an option to extend for a period of up to 2 years.

II.1.5) Estimated total value

Value excluding VAT: £1,750,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98351100 - Car park services

- 44421790 - Cash boxes
- 63712400 - Parking services
- 79710000 - Security services
- 98351000 - Car park management services
- 38730000 - Parking meters
- 48000000 - Software package and information systems
- 72000000 - IT services: consulting, software development, Internet and support

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

II.2.4) Description of the procurement

The primary purpose of this contract is for the provision of enforcement operations in Epping Forest District Council owned/managed car parks including first line maintenance of the pay and display machines.

In addition, cash collection services are required to collect from all pay and display machines in the car parks including counting and banking arrangements front line, a cashless parking system including virtual permits and provision, support and management of an integrated, fully hosted web enabled browser-based IT system for all processing activities associated with parking enforcement and cashless parking.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £1,750,000

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

Start date

1 April 2024

End date

31 March 2031

This contract is subject to renewal

Yes

Description of renewals

A decision about extension will be taken prior to 31/03/2029. Should the contract be extended, a further decision will be taken at least 12 months prior to the end of the extended contract regarding future requirements.

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.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

Originally published as:

Date

20 September 2023

Local time

1:00pm

Changed to:

Date

4 October 2023

Local time

1:00pm

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

Duration in months: 5 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

20 September 2023

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: A decision about extension will be taken prior to 31/03/2029. Should the contract be extended, a further decision will be taken at least 12 months pri

VI.3) Additional information

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Epping:-Parking-enforcement-services./5Y3UZ4J9X7>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/5Y3UZ4J9X7>

GO Reference: GO-202388-PRO-23599607

VI.4) Procedures for review

VI.4.1) Review body

Epping Forest District Council

Epping

Country

United Kingdom