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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): ocds-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](mailto: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

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### **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

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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**

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

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## **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

