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Tender

LB Hillingdon - Provision of a Parking Enforcement Services

London Borough of Hillingdon

F02: Contract notice

Notice identifier: 2021/S 000-026023

Procurement identifier (OCID): ocds-h6vhtk-02ed14

Published 18 October 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

London Borough of Hillingdon

London

Hillingdon

London

Email

AMayo@hillingsdon.gov.uk

Country

United Kingdom

NUTS code

UKI74 - Harrow and Hillingdon

Internet address(es)

Main address

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

I.3) Communication

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

<https://www.capitalesourcing.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com>

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

LB Hillingdon - Provision of a Parking Enforcement Services

II.1.2) Main CPV code

- 98351110 - Parking enforcement services

II.1.3) Type of contract

Services

II.1.4) Short description

The London Borough of Hillingdon (LBH) currently has an outsourced service for the enforcement of parking in the borough and an in-house service for the administration of parking in the Borough. The existing contract terminates in April 2022. The Council wish to go to market through an open tender for a new contract, as defined below.

In planning for these new contracts, LBH has decided that the required Services to carry out enforcement, provision of an IT service, and limited issues relating to the parking infrastructure will be market tested. Other tasks to complement the contract will be carried out by a team of in-house staff. The Specification for the main contract for parking enforcement for this Council, covering:

- on and off-street enforcement by the issue of Penalty Charge Notices (PCNs); the removal of vehicles in contravention and operation of a car pound; optionally, the clamping of vehicles in contravention;
- implementation of suspensions for parking bays;
- management of elements of the parking infrastructure;
- the management and provision of the IT infrastructure required by the in-house and external Contractors' staff.

The Specification must be read in conjunction with the Conditions of Contract, the Quotation Schedule, and the Instruction to Tenderers

The area to be covered by the contract is the whole of the administrative area of the Borough of Hillingdon. There are exceptions which include Heathrow Airport, the motorways within the Borough, and some major roads, which will remain the responsibility of the police, through its uniformed officers and traffic wardens. A map is appended at Appendix A1 of the specification.

Tenders will be evaluated in terms of their compliance with the Specification, to identify the best value for money having regard to price and quality.

Given that this contract may replace an existing outsourced service, it is considered by the Council that the provision of TUPE does apply. Tenderers are, of course, required to form their own view on this and to submit tenders accordingly. If a Tenderer does not believe that

TUPE will apply, they are asked to provide a full justification for this view. TUPE information relating to staff that may be affected will be provided by the Council via the e-tendering portal.

The Council issues approximately 82,500 Penalty Charge Notices (PCN's) each year, for on and off-street parking contraventions. In addition, the Council undertakes CCTV enforcement issuing approximately 20,000 PCN's each.

The contract commencement date is 4th April 2022.

The Contract will be for an initial term of FIVE (5) years with the option to extend for a further FIVE (5) years subject to satisfactory supplier performance giving a possible total contract duration of TEN (10) years (the Term)

II.1.5) Estimated total value

Value excluding VAT: £26,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98351110 - Parking enforcement services

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

II.2.4) Description of the procurement

The London Borough of Hillingdon (LBH) currently has an outsourced service for the enforcement of parking in the borough and an in-house service for the administration of parking in the Borough. The existing contract terminates in April 2022. The Council wish to go to market through an open tender for a new contract, as defined below.

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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

60

This contract is subject to renewal

Yes

Description of renewals

The contract duration stated above is for the initial contract term of 5 (five) years. The contract has an option to extend for a further five (5) years subject to satisfactory supplier performance, thus giving a possible contract duration of 10 (ten) years.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The contract has an option to extend for a further five (5) years subject to satisfactory supplier performance, thus giving a possible contract duration of 10 (ten) years.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The Contracting Authority anticipates that the Business Transfers Directive 2001/23/EC as implemented by the Transfer of Undertaking (Protection of Employment) Regulations 2014, will apply to the transfer of personnel from the incumbent contractor under this procurement. The Contracting Authority's detailed requirements will be set out in the tender 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: No

IV.2) Administrative information

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

Date

9 November 2021

Local time

5:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

17 November 2021

Local time

12:00pm

Information about authorised persons and opening procedure

Open via the portal

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2026

VI.2) Information about electronic workflows

Electronic ordering will be used

VI.4) Procedures for review

VI.4.1) Review body

London Borough of Hillingdon

Civic Centre

Uxbrudge

UB8 1UW

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

High Court of England & Wales

Royal Courts of Justice, Strand

London

WC1A 2LL

Country

United Kingdom

