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Tender

## **Provision of Taxi Services**

New College Lanarkshire  
South Lanarkshire College

F02: Contract notice

Notice identifier: 2022/S 000-026268

Procurement identifier (OCID): ocds-h6vhtk-0369b3

Published 20 September 2022, 3:56pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

New College Lanarkshire

1 Enterprise Way, Motherwell Campus

Motherwell

ML1 2TX

#### **Contact**

Andrew Mulvay

#### **Email**

[Andrew.Mulvay@Nclan.ac.uk](mailto:Andrew.Mulvay@Nclan.ac.uk)

#### **Telephone**

+44 3005558080

#### **Country**

United Kingdom

**NUTS code**

UKM84 - North Lanarkshire

**Internet address(es)**

Main address

<http://www.nclanarkshire.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00461](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00461)

**I.1) Name and addresses**

South Lanarkshire College

College Way, Scottish Enterprise Technology Park,, East Kilbride

Glasgow

G75 0NE

**Contact**

Sue Hampshire

**Email**

[Sue.Hampshire@slc.ac.uk](mailto:Sue.Hampshire@slc.ac.uk)

**Telephone**

+44 1355807780

**Fax**

+44 1355807781

**Country**

United Kingdom

**NUTS code**

UKM95 - South Lanarkshire

**Internet address(es)**

Main address

<http://www.south-lanarkshire-college.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00469](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00469)

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Body governed by public law

**I.5) Main activity**

Education

## **Section II: Object**

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

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

Provision of Taxi Services

Reference number

NCL-22-006

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

- 60120000 - Taxi services

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

Services

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

The Authority is seeking a Contractor(s) for Provision of Taxi Services across the Lanarkshire Area.

#### **II.1.5) Estimated total value**

Value excluding VAT: £670,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### **II.2) Description**

#### **II.2.1) Title**

Cumbernauld & Kirkintilloch

Lot No

2

## **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

Cumbernauld & Kirkintilloch

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

Provision of Taxi Services – Cumbernauld, Kirkintilloch and surrounding areas

## **II.2.5) Award criteria**

Quality criterion - Name: Service Methodology / Weighting: 13

Quality criterion - Name: Management of Fleet / Weighting: 18

Quality criterion - Name: Key Personnel / Weighting: 17

Quality criterion - Name: Responsible Procurement / Weighting: 4

Quality criterion - Name: Business Continuity / Weighting: 5

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 3

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial agreement duration will be for 24 months. Thereafter, the Authority reserves the right to extend the Agreement for a further two periods of 12 months, subject to satisfactory performance and continued Authority 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

### **II.2) Description**

#### **II.2.1) Title**

Motherwell

Lot No

3

#### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

Motherwell

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

Provision of Taxi Services – Motherwell and surrounding areas

#### **II.2.5) Award criteria**

Quality criterion - Name: Service Methodology / Weighting: 13

Quality criterion - Name: Management of Fleet / Weighting: 18

Quality criterion - Name: Key Personnel / Weighting: 17

Quality criterion - Name: Responsible Procurement / Weighting: 4

Quality criterion - Name: Business Continuity / Weighting: 5

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 3

Price - Weighting: 40

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### **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

## **II.2) Description**

### **II.2.1) Title**

Hamilton

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

Hamilton

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

Provision of Taxi Services – Hamilton and surrounding areas

### **II.2.5) Award criteria**

Quality criterion - Name: Service Methodology / Weighting: 13

Quality criterion - Name: Management of Fleet / Weighting: 18

Quality criterion - Name: Key Personnel / Weighting: 17

Quality criterion - Name: Responsible Procurement / Weighting: 4

Quality criterion - Name: Business Continuity / Weighting: 5

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 3

Price - Weighting: 40

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### **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

## **II.2) Description**

### **II.2.1) Title**

East Kilbride

Lot No

5

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

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

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

East Kilbride

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

Provision of Taxi Services – East Kilbride and surrounding areas

#### **II.2.5) Award criteria**

Quality criterion - Name: Service Methodology / Weighting: 13

Quality criterion - Name: Management of Fleet / Weighting: 18

Quality criterion - Name: Key Personnel / Weighting: 17

Quality criterion - Name: Responsible Procurement / Weighting: 4

Quality criterion - Name: Business Continuity / Weighting: 5

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 3

Price - Weighting: 40

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

Duration in months

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This contract is subject to renewal

Yes

Description of renewals

The initial agreement duration will be for 24 months. Thereafter, the Authority reserves the right to extend the Agreement for a further two periods of 12 months, subject to satisfactory performance and continued Authority 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

## **II.2) Description**

### **II.2.1) Title**

Coatbridge

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

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

NUTS codes

- UKM84 - North Lanarkshire

Main site or place of performance

Coatbridge

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

Provision of Taxi Services – Coatbridge and surrounding areas

### **II.2.5) Award criteria**

Quality criterion - Name: Service Methodology / Weighting: 13

Quality criterion - Name: Management of Fleet / Weighting: 18

Quality criterion - Name: Key Personnel / Weighting: 17

Quality criterion - Name: Responsible Procurement / Weighting: 4

Quality criterion - Name: Business Continuity / Weighting: 5

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 3

Price - Weighting: 40

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Duration in months

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Yes

Description of renewals

The initial agreement duration will be for 24 months. Thereafter, the Authority reserves the right to extend the Agreement for a further two periods of 12 months, subject to satisfactory performance and continued Authority 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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Please refer to question 4A of the SPD – Service Contracts section.

Bidders must confirm they hold the following current licences & memberships and will maintain them through the duration of the Contract:

- The Contractor must hold the appropriate licences in place. This includes either having a valid operator licence for a local authority in either the pickup or drop off location.
- The Contractor must ensure all Drivers and their vehicle have appropriate Local Authority licences to operate a taxi service within the area they are bidding for
- All Drivers shall be in possession of a current driver's licence issued by the DVLA
- All Drivers shall be in possession of a current relevant taxi licence/private hire car driver licence and must not be under suspension.
- All Drivers servicing the contract hold Protecting Vulnerable Groups (PVG) membership

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Please refer to Part 4B.5 of the SPD:

It is a requirement that all Tenderers must have or commit to have the required insurance levels at commencement of the Agreement as indicated below and in PCS-T.

Please refer to Part 4B.6 of the SPD: Economic or Financial requirements

Minimum level(s) of standards possibly required

#### **4B.5 Insurance**

- Employers Liability – GBP 5,000,000
- Public Liability – GBP 5,000,000

- All relevant insurances required by Licensing Authority

4B.6

The successful tenderer will be required to provide 2 years audited accounts, or equivalent if awarded to the Framework Agreement

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Contractors must provide management information on a quarterly basis, within 10 working days following the start of each quarter in a format as required by the Authority. Following the beginning of each new academic year the College will provide the Contractor with a new template along with the reporting schedule.

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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.2.1) Previous publication concerning this procedure**

Notice number: [2015/S 008-014091](#)

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

Date

21 October 2022

Local time

12:00pm

**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: 3 (from the date stated for receipt of tender)

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

Date

21 October 2022

Local time

12:00pm

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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: If extension options are not utilised - August 2024

If 24 months of extensions are utilised - August 2026

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Please refer to the document ITT - Provision of Taxi Services - for further information on the specific evaluation methodology and weightings that will be applied during this procurement exercise.

The following should be submitted prior to award. It is for information only and will not be scored, please confirm that you will be in a position to submit prior to award:

- Appendix A - Form of Tender
- Appendix B - Freedom of Information
- Appendix D - Sustain Supply Chain Code of Conduct
- Appendix F - GDPR Contractor Assessment Form
- Appendix G - Declaration of Non Involvement in Serious Organised Crime
- Appendix H - Declaration of Non- Involvement in Human Trafficking and Labour Exploitation

- Appendix I - SCM RP: Section 1

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22390.  
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:707273)

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

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

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street

Hamilton

ML3 0BT

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/hamilton-sheriff-court>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session.