This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/026662-2021">https://www.find-tender.service.gov.uk/Notice/026662-2021</a>

Tender

# Provision of Coach Hire with Drivers, Minibus Hire with Drivers and Specialist Travel Booking Agents

THE UNIVERSITY OF SHEFFIELD Sheffield Hallam University

F02: Contract notice

Notice identifier: 2021/S 000-026662

Procurement identifier (OCID): ocds-h6vhtk-02ef93

Published 25 October 2021, 2:29pm

The closing date and time has been changed to:

3 December 2021, 12:00pm

See the change notice.

# **Section I: Contracting authority**

# I.1) Name and addresses

THE UNIVERSITY OF SHEFFIELD

Western Bank

**SHEFFIELD** 

S102TN

#### Contact

Elizabeth Tidswell

#### **Email**

#### e.tidswell@sheffield.ac.uk

# **Telephone**

+44 1142222175

# Country

**United Kingdom** 

**NUTS** code

UKE32 - Sheffield

# Internet address(es)

Main address

https://sheffield.ac.uk

# I.1) Name and addresses

Sheffield Hallam University

City Campus, Howard Street

Sheffield

**S1 1WB** 

#### Contact

Elizabeth Tidswell

#### **Email**

e.tidswell@sheffield.ac.uk

# **Telephone**

+44 1142222175

#### Country

**United Kingdom** 

#### **NUTS** code

UKE - Yorkshire and the Humber

#### Internet address(es)

Main address

https://sheffield.ac.uk

# 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://in-tendhost.co.uk/sheffield

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://in-tendhost.co.uk/sheffield

# 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 Coach Hire with Drivers, Minibus Hire with Drivers and Specialist Travel Booking Agents

Reference number

2984/LT

#### II.1.2) Main CPV code

• 60170000 - Hire of passenger transport vehicles with driver

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Framework Contract for the Provision of Coach Hire with Drivers, Minibus Hire with Drivers and Specialist Travel Booking providers. Framework in three lots

- a) Coach Hire with Drivers
- b) Minibus Hire with Drivers
- c) Specialist Travel Booking providers

Coach Hire companies and Minibus Hire companies must have the relevant PSV licensing to operate

#### II.1.5) Estimated total value

Value excluding VAT: £1,500,000

#### II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 3

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

1,2 & 3

1&3

1&2

2&3

# II.2) Description

#### II.2.1) Title

Provision of Coach Hire with Drivers

Lot No

1

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

• 60170000 - Hire of passenger transport vehicles with driver

#### II.2.3) Place of performance

**NUTS** codes

• UKE - Yorkshire and the Humber

Main site or place of performance

Main site Sheffield, place of performance United Kingdom

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

Provision of Coach Hire with Drivers. All operators must have the relevant PSV license to operate. All vehicles must be taxed, insured and have valid road worthiness certification. This framework maybe used by The University of Sheffield, Sheffield Hallam University, Sport Sheffield and the Student Union's of both Universities

#### 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** 

24

This contract is subject to renewal

Yes

Description of renewals

renewal will take place either after initial contract terms of 24 months or after options have been exercised

#### II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: Yes

Description of options

2 x 12 month options

# II.2) Description

#### II.2.1) Title

Provision of Minibus Hire with Drivers

Lot No

2

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

• 60180000 - Hire of goods-transport vehicles with driver

#### II.2.3) Place of performance

**NUTS** codes

· UKE - Yorkshire and the Humber

Main site or place of performance

Main site Sheffield Main place of performance UK wide

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

Framework contract for the provision of Minibus Hire with Drivers. All operators must have relevant PSV operators license, vehicles must be taxed, insured and hold relevant certification of road worthiness. Drivers will require a standard DBS check to work on this contract. This framework contract may be used by the University of Sheffield, Sheffield Hallam University, Sport Sheffield and the Student Unions of both Universities

#### 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** 

24

This contract is subject to renewal

Yes

Description of renewals

Renewal will be either after initial 24 month contract period or after the expiry of the 2 x 12 month options

#### II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: Yes

Description of options

#### 2 x 12 month extension options

## II.2) Description

#### II.2.1) Title

Provision of Specialist Travel Agency for the booking of coach or minibus hire with driver

Lot No

3

# II.2.2) Additional CPV code(s)

• 63510000 - Travel agency and similar services

#### II.2.3) Place of performance

**NUTS** codes

• UKE - Yorkshire and the Humber

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

Provision of specialist booking services for the hire of coaches or minibuses with drivers for complex, multi-itinerary or non UK travel

#### 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

24

This contract is subject to renewal

Yes

Description of renewals

Renewal after initial contract period of after expiry of options for extension

#### II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: Yes

Description of options

2 x 12 month extensions

# 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

All coach and minibus operators must evidence they have the relevant PSV operators license. Failure to evidence will exclude a bidder from tendering

#### 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)	Desc	cription
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IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

26 November 2021

Local time

12:00pm

Changed to:

Date

3 December 2021

Local time

12:00pm

See the <u>change notice</u>.

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

29 November 2021

Local time

8:00am

# **Section VI. Complementary information**

# VI.1) Information about recurrence

This is a recurrent procurement: Yes

# VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

# VI.4) Procedures for review

#### VI.4.1) Review body

High Court of England, Scotland and Wales

London

Country

**United Kingdom**