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Tender

## **Vehicle and Plant Equipment Recovery Services**

Glasgow City Council

F02: Contract notice

Notice identifier: 2022/S 000-027308

Procurement identifier (OCID): ocds-h6vhtk-037154

Published 29 September 2022, 11:53am

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

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

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

#### **Contact**

Raji Purba

#### **Email**

[raji.purba@glasgow.gov.uk](mailto:raji.purba@glasgow.gov.uk)

#### **Telephone**

+44 1412879077

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00196](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

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

Regional or local authority

**I.5) Main activity**

General public services

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**Section II: Object**

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

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

Vehicle and Plant Equipment Recovery Services

Reference number

GCC005595CPU

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

- 50118200 - Breakdown and recovery services for commercial vehicles

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

Services

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

The council invites tender bids for the provision of recovery service for vehicle and plant equipment 24 hours, 365 days per year.

These services could be required on any public road or premises and will consist of following elements :

-Street to Street Uplifting – uplift from one street to another nearby street.

-Street to Council premises/depots or another

-Street to Service Provider premises

-Council premises/depot/other to another specified location

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

Value excluding VAT: £1,800,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 50118100 - Breakdown and recovery services for cars
- 50118200 - Breakdown and recovery services for commercial vehicles
- 50118300 - Breakdown and recovery services for buses
- 50118400 - Breakdown and recovery services for motor vehicles
- 50118500 - Breakdown and recovery services for motorcycles
- 34144220 - Breakdown vehicles

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

NUTS codes

- UKM82 - Glasgow City

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

Glasgow City Council requires service for the provision of a 24 hours, 365 days per year recovery service for:

For all vehicles and plant equipment (various types and sizes) currently in the Council family's fleet to ensure operational personnel can carry out their duties in a safe and efficient manner and ensure continuity of service.

For privately owned vehicles ahead of works and events.

Recovery and disposal of abandoned or End of Life Vehicles.

Standby recovery vehicles at public events.

The removal of illegally parked vehicles.

A service to decommission fleet and undertake vehicle scrapping of abandoned or end of life vehicles.

The council will require the Bidders to be able to provide recovery service for the following fuel types of vehicle and plant: petrol, diesel hydrogen dual fuel (Diesel/ Hydrogen), electric or others.

The Service Provider shall be responsible for ensuring the appropriate lifting equipment is utilised with respect to vehicle to be recovered, while also ensuring that all operatives are suitably trained and competent to undertake the recovery of all fuel types.

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

Quality criterion - Name: Quality / Weighting: 35

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 60

### **II.2.6) Estimated value**

Value excluding VAT: £1,800,000

### **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

12 months prior to the expire, the council may consider commencing a new tender process

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

### **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**

List and brief description of selection criteria

##### Economic & Financial Standing

This section seeks to assess Bidders Economic and Financial Standing as well as the ability to meet the Council's minimum Insurance requirements as set out below

##### Financial Check

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process:

There is a minimum financial requirement that affects trading performance, balance sheet strength and current liquidity

Financial requirements for trading performance and balance sheet strength should be calculated on latest filed accounts with Companies House

##### Trading Performance

An overall positive outcome on EBITDA earnings over a 3-year period

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio EBITDA/Turnover

##### Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities

If a Bidder is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, full set of accounts

will be required in order to verify that the above ratios have been complied with.

A Bidders should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Bidders who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Bidders who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

Due to the potential negative financial consequences of the pandemic on company finances, Glasgow City Council also requires assurance regarding current liquidity of the bidding company,

The Bidder must provide a Letter of Comfort from its own bank to satisfy the above financial requirement with their tender submission

The Council reserves the right at its own discretion to seek such other information from the Applicant in accordance with Regulation 61(7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to prove the Applicant's economic and financial standing.

Bidders who are subsequently appointed to the Framework shall, during the lifetime of the Framework Agreement, inform the Council immediately of any material changes to the information provided in their submission in relation to economic and financial standing. The Council notes Regulation 60(9) and 60(11) of the Public Contracts (Scotland) Regulations 2015 and reserves the right to refuse to award a contract following a mini competition should the Applicant no longer meet the requirements set out in this SPD.

Any Bidder that fails to achieve or exceed the criteria as stated above will be excluded at this stage.

Glasgow City Council's Insurance Requirements are:

Bidder shall take out and maintain, throughout the period of the contract, Employer's Liability insurance to the value of at least TEN MILLION POUNDS STERLING (GBP 10,000,000) in respect of any one event and unlimited in the period.

Bidder shall take out and maintain, throughout the period of the contract, Public Liability insurance to the value of at least FIVE MILLION POUNDS STERLING (GBP 5,000,000) in respect of any one event and unlimited in the period.

Motor Insurance -The organisation shall take out and maintain throughout the period of their services at least statutory Motor insurance cover as per the Road Traffic At 1988.

The organisation must ensure they have cover for damage to customer's vehicles whilst in transit and the associated financial losses. The policies may be stand-alone or a combined Motor Trade policy

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Please refer to Document One - Invitation to Tender within the Attachment area of the portal within PCST for further details.

#### Technical & Professional Ability

Bidders are required to provide evidence of having the necessary capacity and capability to deliver the requirement.

Bidders are required to respond to question 4C.1 within the qualification submission of the tender.

Please provide 2 relevant examples of supplies and/or services carried out during the last five years as specified in the Contract Notice and Document One ITT:

Example 1 50%

Example 2 50%

Total Section 100%

Bidders must score a minimum threshold of 60% across both examples and/or Any Bidder who fails to achieve the minimum points score for any question will be disqualified.

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

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

As referenced in Document One - Invitation to Tender and Document Three - Terms & Conditions

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## **Section IV. Procedure**

### **IV.1) Description**

#### **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

Envisaged maximum number of participants to the framework agreement: 5

#### **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: [2022/S 003-191010](#)

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

Date

31 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: 4 (from the date stated for receipt of tender)

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

Date

31 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: October 2026

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

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

For SPD Questions 4D.1, 4D1.1, 4D1.2, 4D2, 4D2.1 and 4D2.2; Bidders should hold the relevant certificates for Quality Assurance Schemes and Environmental Management Standards . If Bidders do not hold the relevant certificates, they will be required to respond to supporting questions.

Bidders must complete Document Two – Health and Safety Questionnaire and submit it with the tender submission (Only bidders who pass the health and safety aspect shall be considered).

Freedom of Information Act

Information on the FOI Act is contained in Appendix A of the ITT. Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI certificate (NB the council does not bind itself to withhold this information).

Tenderers Amendments

Bidders must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this offer.

Prompt Payment

The successful Supplier shall, as a condition of being awarded the tender, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these works are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the tenderer) be paid within 30 days of receipt. The successful tenderer shall also impose this condition on its sub-contractors in respect of payments due to any sub-sub-contractors, if any.

#### Non Collusion

Bidders will be required to complete the Non Collusion certificate.

#### Insurance Mandate

All successful suppliers will be required to sign an Insurance Mandate, contained in the buyers attachments area within the PCS Tender portal authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the mandate is not signed and returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the attachments area within the PCS Tender portal and are reference Document Three

Additional information pertaining to this contract notice is contained in the Invitation to Tender Document One.

Bidders must ensure they read all the attachments available in the attachment area in line with this contract notice.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22410. For more information see:

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

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Mandatory – Supplier Proposals

COMMUNITY BENEFITS POINTS AND THRESHOLDS:

70 points, community benefits points will be triggered once the spend reaches: -

20 points @ 450,000 GBP

25 points @ 900,000 GBP

25 points @ 1,100,000 GBP

Bidders are required to offer the minimum CB points as detailed above for each lot they are bidding for within this framework agreement as a mandatory requirement.

Bidders must confirm that they will meet these obligations in full by completing the relevant areas within the Community Benefits Menu.

(SC Ref:706609)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

PO BOX 23 1 Carlton Place

Glasgow

G5 9DA

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Country

United Kingdom

Internet address

[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

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

Precise information on deadline(s) for review procedures

Glasgow City Council must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates concerned of its decision to award the contract. The Council must allow a period of at least the relevant standstill period (where

the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 86 of The Public Contract (Scotland) Regulations 2015 (“the Regulations”). The Council is obliged to comply with the Regulations and any eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the Council must not enter into the contract unless the proceedings are determined, discontinued or disposed of;

or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further

clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.