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Planning

Supply, Installation and Maintenance of Pay and Display Parking Machines

Reading Borough Council

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2024/S 000-028023

Procurement identifier (OCID): ocds-h6vhtk-049773

Published 3 September 2024, 8:46am

Section I: Contracting authority

I.1) Name and addresses

Reading Borough Council

Civic Offices, Bridge Street

READING

RG1 2LU

Contact

Emma Glynn

Email

transport.procurement@reading.gov.uk

Telephone

+44 1189372358

Country

United Kingdom

Region code

UKJ11 - Berkshire

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.reading.gov.uk

Buyer's address

<https://in-tendhost.co.uk/readingbc.aspx/Tenders/Current>

I.3) Communication

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

<https://in-tendhost.co.uk/readingbc.aspx/Tenders/Current>

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/readingbc.aspx/Tenders/Current>

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Supply, Installation and Maintenance of Pay and Display Parking Machines

II.1.2) Main CPV code

- 34996300 - Control, safety or signalling equipment for parking facilities

II.1.3) Type of contract

Supplies

II.1.4) Short description

Reading Borough Council (RBC) will be inviting tenders from suitably qualified suppliers for the provision of pay and display parking machines across RBC's on-street and off-street parking locations. The contract will include the installation and commissioning, maintenance, servicing and repair, and eventual decommissioning and removal of the machines. The contract will also include processing of relevant transaction data.

RBC is currently reviewing its existing estate that includes approximately 155 pay and display machines, and rationalising its assets. As a result, the contract is expected to include in the region of 75 pay and display machines, but this may change depending on the outcome of rationalisation planning, or as a result of further rationalisation during the lifetime of the contract. The contract may also include for the removal and disposal of any machines to be removed from the estate entirely.

This opportunity is offered over 2 Lots to allow for pricing to be received on a lease option or purchase option basis.

RBC reserves the right to award to one Lot only (e.g. to purchase all machines on either a leased or purchased option), or to both Lots (e.g. to purchase some machines on leased option and some machines on a purchase option). Lease options must include an option to purchase the machines at the end of the contract.

The machines will be located at on-street locations and across 11 surface car parks within the borough. Please note that the 2 multi-storey car parks operated by RBC are not included for within the tender. The contract may also include the removal and disposal of any existing machines owed by RBC that are deemed to be no longer required.

RBC's existing pay and display machines currently use 2G/3G technology to transmit data. These networks are due to be switched off at the end of 2024 and early into 2025. Maintaining pay and display parking provision across the borough is key for RBC and therefore suppliers will be required to mobilise quickly in order to prevent any break in service.

Variant bids will be accepted on the basis that refurbished, rather than new pay and display machines are provided under the contract. Any variant bids submitted on this basis must still meet the requirements of the specification. All details will be within the tender documents.

The contract will be offered over an initial period of 5 years, with the option to extend by a further 2 years, taking the maximum contract term to 7 years.

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

Supply, Installation and Maintenance of Pay and Display Parking Machines - Lease Option

Lot No

1

II.2.2) Additional CPV code(s)

- 38730000 - Parking meters
- 51214000 - Installation services of parking meter equipment
- 63712400 - Parking services

II.2.3) Place of performance

NUTS codes

- UKJ11 - Berkshire

II.2.4) Description of the procurement

Reading Borough Council (RBC) will be inviting tenders from suitably qualified suppliers for the provision of pay and display parking machines across RBC's on-street and off-street parking locations. The contract will include the installation and commissioning, maintenance, servicing and repair, and eventual decommissioning and removal of the machines. The contract will also include processing of relevant transaction data.

Lot 1 is for the supply, installation and commissioning, maintenance, servicing and repair and eventual decommissioning and removal of the machines, on a lease option basis.

RBC is currently reviewing its existing estate that includes approximately 155 pay and display machines, and rationalising its assets. As a result, the contract is expected to include in the region of 75 pay and display machines, but this may change depending on the outcome of rationalisation planning, or as a result of further rationalisation during the lifetime of the contract.

The machines will be located at on-street locations and across 11 surface car parks within the borough. Please note that the 2 multi-storey car parks operated by RBC are not included for within the tender. The contract may also include the removal and disposal of any existing machines owed by RBC that are deemed to be no longer required.

RBC's existing pay and display machines currently use 2G/3G technology to transmit data. These networks are due to be switched off at the end of 2024 and early into 2025. Maintaining pay and display parking provision across the borough is key for RBC and therefore suppliers will be required to mobilise quickly in order to prevent any break in service.

Variant bids will be accepted on the basis that refurbished, rather than new pay and display machines are provided under the contract. Any variant bids submitted on this basis must still meet the requirements of the specification. All details will be within the tender documents.

The contract will be offered over an initial period of 5 years, with the option to extend by a further 2 years, taking the maximum contract term to 7 years.

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: £1,500,000

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

Duration in months

84

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

The contract will be offered over an initial period of 5 years, with the option to extend by a further 2 years, taking the maximum contract term to 7 years.

II.2.14) Additional information

RBC is open to receiving variant bids on the basis that refurbished pay and display machines are provided instead of new machines. Where variant bids are submitted on this basis, they must meet all other requirements of the specification.

This Prior Information Notice may be used to reduce tender timescales, in accordance with Reg 27 (4) of the Public Contract Regulations.

II.2) Description

II.2.1) Title

Supply, Installation and Maintenance of Pay and Display Parking Machines - Purchase Option

Lot No

2

II.2.2) Additional CPV code(s)

- 34996300 - Control, safety or signalling equipment for parking facilities
- 38730000 - Parking meters
- 51214000 - Installation services of parking meter equipment

- 63712400 - Parking services

II.2.3) Place of performance

NUTS codes

- UKJ11 - Berkshire

II.2.4) Description of the procurement

Reading Borough Council (RBC) will be inviting tenders from suitably qualified suppliers for the provision of pay and display parking machines across RBC's on-street and off-street parking locations. The contract will include the installation and commissioning, maintenance, servicing and repair, and eventual decommissioning and removal of the machines. The contract will also include processing of relevant transaction data.

Lot 2 is for the supply, installation and commissioning, maintenance, servicing and repair and eventual decommissioning and removal of the machines, on a purchase option basis.

RBC is currently reviewing its existing estate that includes approximately 155 pay and display machines, and rationalising its assets. As a result, the contract is expected to include in the region of 75 pay and display machines, but this may change depending on the outcome of rationalisation planning, or as a result of further rationalisation during the lifetime of the contract.

The machines will be located at on-street locations and across 11 surface car parks within the borough. Please note that the 2 multi-storey car parks operated by RBC are not included for within the tender. The contract may also include the removal and disposal of any existing machines owed by RBC that are deemed to be no longer required.

RBC's existing pay and display machines currently use 2G/3G technology to transmit data. These networks are due to be switched off at the end of 2024 and early into 2025. Maintaining pay and display parking provision across the borough is key for RBC and therefore suppliers will be required to mobilise quickly in order to prevent any break in service.

Variant bids will be accepted on the basis that refurbished, rather than new pay and display machines are provided under the contract. Any variant bids submitted on this basis must still meet the requirements of the specification. All details will be within the tender documents.

The contract will be offered over an initial period of 5 years, with the option to extend by a further 2 years, taking the maximum contract term to 7 years.

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

84

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

The contract will be offered over an initial period of 5 years, with the option to extend by a further 2 years, taking the maximum contract term to 7 years.

II.2.14) Additional information

RBC is open to receiving variant bids on the basis that refurbished pay and display machines are provided instead of new machines. Where variant bids are submitted on this basis, they must meet all other requirements of the specification.

This Prior Information Notice may be used to reduce tender timescales, in accordance with Reg 27 (4) of the Public Contract Regulations.

II.3) Estimated date of publication of contract notice

11 October 2024

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Strand

London

WC2A 2LL

Telephone

+44 2039368957

Country

United Kingdom

Internet address

<https://www.find-court-tribunal.service.gov.uk/courts/royal-courts-of-justice>