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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](mailto: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](http://www.reading.gov.uk)

Buyer's address

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

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

National or federal Agency/Office

**I.5) Main activity**

General public services

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## **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

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## **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

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## 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>