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Tender

## **Aberdeen Car Club**

Aberdeen City Council

F02: Contract notice

Notice identifier: 2021/S 000-028236

Procurement identifier (OCID): ocds-h6vhtk-02f5b9

Published 11 November 2021, 1:15pm

## **Section I: Contracting authority**

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

Aberdeen City Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

#### **Email**

[alansimpson@aberdeencity.gov.uk](mailto:alansimpson@aberdeencity.gov.uk)

#### **Telephone**

+44 1467539209

#### **Country**

United Kingdom

## **NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

## **Internet address(es)**

Main address

<http://www.aberdeencity.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00231](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00231)

## **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

<https://www.publiccontractsscotland.gov.uk/authority/noticecreate/Question602.aspx?ID=673294>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk/authority/noticecreate/Question602.aspx?ID=673294>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk/authority/noticecreate/Question602.aspx?ID=673294>

## **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**

Aberdeen Car Club

Reference number

000-UQBH3839

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

- 60000000 - Transport services (excl. Waste transport)

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

Services

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

Provision of car club services in Aberdeen City including;

- Pay as you go on street car rental for members of the public
- Provision of exclusive use vehicles for Aberdeen City Council staff
- Provision of car club services as part of new developments through the planning development management process

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

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

Provision of car club services in Aberdeen City including;

- Pay as you go on street car rental for members of the public
- Provision of exclusive use vehicles for Aberdeen City Council staff
- Provision of car club services as part of new developments through the planning development management process

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Council shall have the sole option of extending the contract for further periods up to a maximum of twenty-four (24) months from the expiry of the primary term.

### **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

Bidders must demonstrate that they have full car club accreditation from CoMoUK and should provide evidence of this. This should also be reflected when filling out section 4A point 1 of the SPD.

Bidders should also fill out parts 2A, 2B, 2C, 2D, 3A, 3B, 3C, 3D, 4A, 4B, 4C and 6 of the SPD.

#### **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

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

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

As per procurement documentation

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

Date

13 December 2021

Local time

8:00am

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

13 December 2021

Local time

8:00am

Information about authorised persons and opening procedure

Officers within the Aberdeen City Council Transport Strategy and Programmes Team will access the submissions via the PCS post box.

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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**

Bidders should fill out parts 2A, 2B, 2C, 2D, 3A, 3B, 3C, 3D, 4A, 4B, 4C and 6 of the SPD.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=673294](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=673294).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

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:

The Council has a Smarter Governance (Participation) vision for Aberdeen. We will seek to develop a sense of community in Aberdeen based on principals of openness, fairness,



reciprocity and responsibility. The successful tenderer shall give details of how their organisation would contribute to the above.

In terms of mandatory community benefits, the successful tenderer would be required to have a wheelchair accessible vehicle as part of their fleet, be an active member in the North East Scotland Getabout partnership and use low carbon vehicles on their fleet.

(SC Ref:673294)

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

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

TBC

Aberdeen

Email

[anburns@aberdeencity.gov.uk](mailto:anburns@aberdeencity.gov.uk)

Country

United Kingdom