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Tender

SBC 1023 Provision of cycle hire scheme

Stevenage Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-031014

Procurement identifier (OCID): ocds-h6vhtk-040daa

Published 20 October 2023, 12:01pm

The closing date and time has been changed to:

4 December 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Stevenage Borough Council

Daneshill House, Danestreet,

Stevenage

SG1 1HN

Contact

Corporate Procurement

Email

procurement@stevenage.gov.uk

Telephone

+44 1438242775

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.stevenage.gov.uk

Buyer's address

www.supplyhertfordshire.uk

I.3) Communication

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

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

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/supplyhertfordshire.aspx/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

SBC 1023 Provision of cycle hire scheme

Reference number

CCD01208

II.1.2) Main CPV code

- 50111100 - Vehicle-fleet management services

II.1.3) Type of contract

Services

II.1.4) Short description

Stevenage Borough Council is currently out to procurement for the Provision of a Cycle hire scheme. The Contract requires a provider with a long and successful track record in working with Local Authorities or other organisations in the UK public delivering cycle hire schemes. Stevenage expects the scheme will initially require a minimum of 220 cycles (including minimum of 50% e-bikes) for the commencement of the scheme with at least 45 docking stations. Stevenage's preference is that the bikes be predominantly physically 'docked', whether through stands, traditional physical docking infrastructure or integration with existing street furniture. The scheme will run for an initial trial period of 4 years in Stevenage with a potential to extend for a further 2 years as 2 x 1-year extensions. Depending on the success of the scheme and availability of funding, it may be extended and/or expanded into other areas of the Borough and adjoining areas.

II.1.5) Estimated total value

Value excluding VAT: £900,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50111100 - Vehicle-fleet management services
- 34430000 - Bicycles

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

The estimated total value of the Contract is stated in II.1.5) of this notice and is for the initial term inclusive of the approximate value for extensions. The Contract will be awarded for an initial term of four years, with the option to extend the Contract up to two further years. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Organisations should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Organisations should seek independent legal advice on the implications of this prior to submitting their bid, where appropriate. The Council is seeking a provider with a long and successful track record in working with Local Authorities or other organisations in the UK public delivering cycle hire schemes. Stevenage expects the scheme will initially require a minimum of 220 cycles (including minimum of 50% e-bikes) for the commencement of the scheme with at least 45 docking stations. Stevenage's preference is that the bikes be predominantly physically 'docked', whether through stands, traditional physical docking infrastructure or integration with existing street furniture. The scheme will run for an initial trial period of 4 years in Stevenage with a potential to extend for a further 2 years as 2 x 1-year extensions. Depending on the success of the scheme and availability of funding, it may be extended and/or expanded into other areas of the Borough and adjoining areas.

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

48

This contract is subject to renewal

No

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

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

As described in the procurement documents

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 described in the procurement document

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

Originally published as:

Date

20 November 2023

Local time

12:00pm

Changed to:

Date

4 December 2023

Local time

12:00pm

See the [change notice](#).

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

English

IV.2.7) Conditions for opening of tenders

Date

20 November 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic payment will be used

VI.3) Additional information

To access this procurement opportunity please visit www.supplyhertfordshire.uk and follow the on-screen guidance. In accordance with Regulation 53 of The Public Contracts Regulations 2015, the Council's procurement documents are available within the e-Tendering system. This is a one stage procurement process. Therefore, if you wish to be considered as a tenderer you must complete and submit a tender by the specified closing date and time. Tender submissions cannot be uploaded after this return deadline. If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: support@in-tend.com or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:30. The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request. The Council reserves the right to carry out additional financial checks on all organisations bidding for this opportunity at any time during the procurement process. This is to ensure that they continue to meet the Council's requirements and remain financially viable to fulfil the requirements under the Contract.

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for lodging appeals: The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Contract before a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract has been entered into the court has the options to award damages and/or to shorten or order the Contract ineffective.