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Tender

Provision of Leased Vehicles

Scottish Water

F05: Contract notice – utilities

Notice identifier: 2025/S 000-031684

Procurement identifier (OCID): ocds-h6vhtk-054710

Published 11 June 2025, 5:07pm

Section I: Contracting entity

I.1) Name and addresses

Scottish Water

The Bridge, 6 Buchanan Gate, Stepps

Glasgow

G33 6FB

Contact

Andrew Mulvay

Email

andrew.mulvay@scottishwater.co.uk

Country

United Kingdom

Region code

UKM - Scotland

Internet address(es)

Main address

<https://www.scottishwater.co.uk/>

Buyer's address

<https://www.scottishwater.co.uk/>

I.3) Communication

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

https://atamis-scottishwater.my.salesforce-sites.com/ProSpend__CS_PublicLandingPage?SearchType=Projects

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://atamis-scottishwater.my.salesforce-sites.com/ProSpend__CS_PublicLandingPage?SearchType=Projects

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

I.6) Main activity

Water

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Leased Vehicles

Reference number

SW25/FLE/1484

II.1.2) Main CPV code

- 34100000 - Motor vehicles

II.1.3) Type of contract

Supplies

II.1.4) Short description

Scottish Water is seeking to engage with potential supplier(s) for the Provision of Leased Vehicles.

The framework will be split into two (2) lots:

Lot 1 – Company Leased Vehicles

Lot 2 – Employee Salary Sacrifice Car Scheme

Please see lot specific descriptions for further information on the requirements of each lot.

There is no limitation to the number of lots bidders can bid for under this tender exercise.

II.1.5) Estimated total value

Value excluding VAT: £18,400,000

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

Lot 1 - Company Leased Vehicles

Lot No

1

II.2.2) Additional CPV code(s)

- 34110000 - Passenger cars

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland Wide

II.2.4) Description of the procurement

LOT 1 – COMPANY LEASED VEHICLES

SW is seeking to appoint a single provider, Pan Scotland for the Provision of Company Lease Cars for its employees. The lease cars will be a mix of both jobs needs and user choice.

The successful supplier will be required to provide a full end-to-end management service for SW and its employees which will require robust processes and procedures both within and out of hours.

SW requires the supplier to take FULL responsibility and ownership for the management of this service, including but not limited to the following: -

- Service provision: -
 - Accident Management
 - Downtime Management
 - Tyre provision
 - 24/7 breakdown service
 - Windscreen replacement
 - Consultancy Service
 - Vehicle Maintenance
 - Online Portal – Reporting, quotes, account data
 - Dedicated Account manager

O Downtime Management

- Provide competitive lease market rates.
- Compliance of CO2 within public sector procurement guidelines.
- Provision of EV vehicles. There is an expectation that all vehicles will be EV under this agreement.
- Provision of Multiple Vehicle Model options – Small, Medium, Large & Cross-over (SUV type)
- Provision of appropriate vehicle specification for City, Rural and Motorway users. (Safety Aspects, Comfort).

Please complete the relevant questionnaire on the Atamis portal.

The estimated net value range of expenditure under this lot is £8m - £10.4m. This range is based on historic service spend and envisaged usage under the next framework period. The spend profile will grow through the duration of the framework agreement as new subsequent lease agreements are purchased through the appointed provider. There is no guarantee of any minimum volume of work under this framework agreement.

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: £10,400,000

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

Duration in months

96

This contract is subject to renewal

Yes

Description of renewals

The initial Framework Agreement duration will be for 48 months. Thereafter, SW reserves the right to extend the Framework Agreement, at their sole discretion, for a further four (4) years worth of extension options, subject to satisfactory performance, value for money and continued requirements.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 3

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

II.2.14) Additional information

The procurement documents and questionnaires can be accessed by logging in through the Scottish Water Atamis e-sourcing portal - https://atamis-scottishwater.my.salesforce-sites.com/ProSpend_CS_PublicLandingPage?SearchType=Projects and 'Registering Interest' on the Provision of Leased Vehicles advert.

II.2) Description

II.2.1) Title

Lot 2 - Employee Salary Sacrifice Car Scheme

Lot No

2

II.2.2) Additional CPV code(s)

- 34110000 - Passenger cars

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland Wide

II.2.4) Description of the procurement

LOT 2 – EMPLOYEE SALARY SACRIFICE CAR SCHEME

SW is seeking to appoint a single provider, Pan Scotland for the Provision of Employee Salary Sacrifice Car Scheme.

The appointed Supplier on this Lot will provide and administer a salary sacrifice car schemes for the employees of SW. All vehicles leased under this agreement will be EV.

The appointed Supplier provide a fully manage service may include, but not limited to the following:

- Provision of EV vehicles
- Provision of Multiple Vehicle Model options
- All servicing and maintenance
- Fully comprehensive motor insurance
- Annual road fund licence
- Replacement tyres
- Accident Management
- Roadside Assistance Including European Cover
- Lifestyle Protection
- Provide competitive lease market rates.

The scheme must comply with all applicable legal requirements, including adherence to HMRC tax regulation and provide the SW payroll team with all relevant data in a timely manner.

The Supplier must have web based portal for employees to access the vehicles available via their salary sacrifice scheme.

The Supplier will also be expected to support SW with promotion campaigns to target uptake of the scheme to eligible employees.

The estimated net value range of expenditure under this lot is £6m - £8m. This range is based on historic service spend and envisaged usage under the next framework period. The spend profile will grow through the duration of the framework agreement as new subsequent lease agreements are purchased through the appointed provider. There is no guarantee of any minimum volume of work under this framework agreement.

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: £8,000,000

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

Duration in months

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This contract is subject to renewal

Yes

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Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

Please see Procurement Documents for further information.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see Procurement Documents for further information.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Negotiated procedure with prior call for competition

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

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

14 July 2025

Local time

12:00pm

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

English

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

To access this opportunity, please register using the following link:

https://atamis-scottishwater.my.salesforce-sites.com/ProSpend_CS_PublicLandingPage?SearchType=Projects

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Scottish Water

The Bridge, 6 Buchanan Gate, Stepps

Glasgow

G33 6FB

Email

help@scottishwater.co.uk

Country

United Kingdom

Internet address

<https://www.scottishwater.co.uk/>