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Tender

Fuel Cards and Associated Services

Harrow Council

F02: Contract notice

Notice identifier: 2021/S 000-032093

Procurement identifier (OCID): ocds-h6vhtk-0304d4

Published 22 December 2021, 2:55pm

Section I: Contracting authority

I.1) Name and addresses

Harrow Council

Civic Centre

Harrow

HA1 2XY

Contact

Mr Daniel Rinn

Email

daniel.rinn@harrow.gov.uk

Telephone

+44 2088635611

Country

United Kingdom

NUTS code

UKI74 - Harrow and Hillingdon

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://www.londontenders.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.londontenders.org/>

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

Fuel Cards and Associated Services

Reference number

DN587566

II.1.2) Main CPV code

- 30163100 - Agency fuel cards

II.1.3) Type of contract

Supplies

II.1.4) Short description

The requirement is for Harrow Council drivers / operators to be able to refuel vehicles, plant equipment and fuel cans using a fuel card to enable the transaction. The fuel card provider issues a consolidated invoice in arrears of the fuel transactions showing full details of each transaction for payment.

II.1.5) Estimated total value

Value excluding VAT: £7,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 30163100 - Agency fuel cards

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

II.2.4) Description of the procurement

The requirement is for Harrow Council drivers / operators to be able to refuel vehicles, plant equipment and fuel cans using a fuel card to enable the transaction. The fuel card provider issues a consolidated invoice in arrears of the fuel transactions showing full details of each transaction for payment.

In summary the Mandatory Requirements which the Fuel Card Provider shall provide to the Authority are:

Reliable and easy to use fuel cards

Anti-fraud measures and controls

Security features and support

Focused and available customer service support team

Dedicated key account management representative to resolve problems identified and to work with the Authority in the spirit of continuous improvement over the life of the Contract

Priority forecourt access (in event of panic buying or similar)

Transitional support from current arrangements to new

Set up and implementation support

Ongoing support with efficiency initiatives

Continuous improvement support

Performance improvement support and initiatives

Customer portal facility to manage all financial aspects

Ability to set up departmental cost centres to individual cards via customer portal

Management Information

Reporting to the Authority

Complying to the requirements set out in this specification and the contract terms and

conditions

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Quality criterion - Name: Social Value / Weighting: 10

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £7,000,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

1 option to extend for a further 2 years.

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 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: No

IV.2) Administrative information

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

Date

7 February 2022

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

7 February 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Royal Court of Justice

Strand

London

WC2A 2LL

Country

United Kingdom