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Tender

## **Hotel Day Let Travel Agency Tender**

Caledonian Sleeper Limited

F05: Contract notice – utilities

Notice identifier: 2023/S 000-032643

Procurement identifier (OCID): ocds-h6vhtk-0415be

Published 3 November 2023, 3:17pm

### **Section I: Contracting entity**

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

Caledonian Sleeper Limited

Basement and Ground Floor Premises, 1-5 Union Street

Inverness

IV1 1PP

#### **Email**

[procurement@caledoniansleeper.scot](mailto:procurement@caledoniansleeper.scot)

#### **Telephone**

+44 07738896610

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.sleeper.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA30648](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30648)

**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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

**I.6) Main activity**

Railway services

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Hotel Day Let Travel Agency Tender

Reference number

CPT-005

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

- 55110000 - Hotel accommodation services

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

Services

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

This tender is for the booking and management of our “day let” hotel rooms used by our onboard crew to rest after night shift.

### **II.1.5) Estimated total value**

Value excluding VAT: £1,000,000

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

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 55110000 - Hotel accommodation services

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

NUTS codes

- UK - United Kingdom

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

This tender is for the booking and management of our “day let” hotel rooms used by our onboard crew to rest, having just completed a night shift looking after our guests on the Caledonian Sleeper Trains.

The Selected supplier will set up agreed prices with hotels in various locations and manage bookings, cancellations, complaints and quality control.

See the SOW for more detail.

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

Quality criterion - Name: How the service will be delivered / Weighting: 40

Quality criterion - Name: Sustainability and accessibility / Weighting: 10

Price - Weighting: 50

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

possible extension of an additional 12 months.

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

Maximum number: 4

### **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.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Negotiated procedure with prior call for competition

#### **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

4 December 2023

Local time

11:00am

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

7 December 2023

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

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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**

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=749384](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=749384).

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.

(SC Ref:749384)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=749384](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=749384)

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

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

Glasgow Sheriff Court and Justice of the Peace

1 Carlton Place

Glasgow

G6 9TW

Country

United Kingdom