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Tender

YPO - 001104 - Travel Management Solution II

YPO

Eastern Shires Purchasing Organisation

F02: Contract notice

Notice identifier: 2022/S 000-034567

Procurement identifier (OCID): ocds-h6vhtk-037e85

Published 6 December 2022, 5:42pm

Section I: Contracting authority

I.1) Name and addresses

YPO

41 Industrial Park

Wakefield

WF2 0XE

Contact

Contracts Team

Email

Contracts@ypo.co.uk

Telephone

+44 01924664685

Country

United Kingdom

Region code

UKE45 - Wakefield

Internet address(es)

Main address

<http://www.ypo.co.uk/>

Buyer's address

<https://procontract.due-north.com/register?ReadForm>

I.1) Name and addresses

Eastern Shires Purchasing Organisation

Enderby

LE19 1ES

Contact

Arjun Karavadra

Email

a.karavadra@espo.org

Country

United Kingdom

Region code

UKF21 - Leicester

Internet address(es)

Main address

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

I.2) Information about joint procurement

The contract involves 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://procontract.due-north.com/register?ReadForm>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/register?ReadForm>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

YPO - 001104 - Travel Management Solution II

Reference number

001104

II.1.2) Main CPV code

- 63515000 - Travel services

II.1.3) Type of contract

Services

II.1.4) Short description

YPO are looking for Providers to be appointed onto a Framework Agreement for the supply of

Travel Management Solutions II for all public sector organisations including but not limited to Local Authorities, Police Forces, Fire and Rescue Service, NHS, Universities and Charity

sectors. This Framework is designed to meet the needs of YPO and Other Contracting

Authorities by establishing an agreement where the end Customer will place the order with

the Provider and the Provider delivers direct to the end Customer.

II.1.5) Estimated total value

Value excluding VAT: £200,000,000

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 - Business Travel

Lot No

1

II.2.2) Additional CPV code(s)

- 63515000 - Travel services
- 63516000 - Travel management services
- 79952000 - Event services
- 79997000 - Business travel services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 1 is for business travel needs and requirements. YPO is looking to work with up to three

Travel Management Company (TMC's) Providers who are expected to work with YPO, ESPO,

and the Contracting Authority to provide business travel for public sector organisations

including, but not limited to Local Authorities, Government Departments, Housing

Associations, Universities, Higher Education, Charity sectors. This will include an online

booking portal and offline booking services.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Cost criterion - Name: Cost / Weighting: 10%

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

Start date

8 March 2023

End date

7 March 2027

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Framework Agreement will cover the period from 8th March 2023 to 7th March 2025 with two options to extend for an additional 12 months. The first decision to extend the Framework period will be taken by the end of October 2024 and will be dependent on satisfactory completion of all aspects of the Framework to date, the current market conditions for this category and YPO's contracting structures. The maximum Framework period will therefore be 4 years, from 8th March 2023 to 7th March 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

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) Description

II.2.1) Title

Lot 2 - Travel for Emergency Services

Lot No

2

II.2.2) Additional CPV code(s)

- 63515000 - Travel services
- 63516000 - Travel management services
- 79952000 - Event services
- 79997000 - Business travel services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 2 is for emergency services travel needs and requirements. YPO is looking for a strategic

Provider who is expected to work with YPO, ESPO, and the Contracting Authority to provide

travel for Emergency Services Customers (Including but not limited to Police Forces, Fire and Rescue and NHS). This will include an online booking portal and offline booking services.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Cost criterion - Name: Cost / Weighting: 30%

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

Start date

8 March 2023

End date

7 March 2027

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Framework Agreement will cover the period from 8th March 2023 to 7th March 2025 with two options to extend for an additional 12 months. The first decision to extend the Framework period will be taken by the end of October 2024 and will be dependent on satisfactory completion of all aspects of the Framework to date, the current market conditions for this category and YPO's contracting structures. The maximum Framework period will therefore be 4 years, from 8th March 2023 to 7th March 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

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) Description

II.2.1) Title

Lot 3 - Travel for Universities

Lot No

3

II.2.2) Additional CPV code(s)

- 63515000 - Travel services
- 63516000 - Travel management services
- 79952000 - Event services
- 79997000 - Business travel services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 3 is for travel needs and requirements for universities. YPO is looking for a strategic

Provider who is expected to work with YPO, ESPO, and the Contracting Authority to provide

business and study travel for university Customers. This will include an online booking portal

and offline booking services

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Cost criterion - Name: Cost / Weighting: 10%

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

Start date

8 March 2023

End date

7 March 2027

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Framework Agreement will cover the period from 8th March 2023 to 7th March 2025 with two options to extend for an additional 12 months. The first decision to extend the Framework period will be taken by the end of October 2024 and will be dependent on satisfactory completion of all aspects of the Framework to date, the current market conditions for this category and YPO's contracting structures. The maximum Framework period will therefore be 4 years, from 8th March 2023 to 7th March 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

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

Organisations must ensure that they are not in breach of any of the mandatory or discretionary exclusions contained in Regulation 57 of the Public Contracts Regulations 2015. Please refer to the Tender Documentation/ Online Tender located on our E-Procurement system. The web address can be found under 'Procurement Documents' in 'Communication' section in this notice.

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

Please refer to the Framework Agreement Terms and Conditions located on our EProcurement system. The web address can be found under Procurement Documents in 'Communication' Section in this notice.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-031003](#)

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

Date

23 January 2023

Local time

2:00pm

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

23 January 2023

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

VI.3) Additional information

YPO and ESPO are purchasing on the behalf of other contracting authorities. Please see the below link for details: <https://www.ypo.co.uk/about/customers/permissible-users> and [https://www.espo.org/About-us-\(1\)/FAQs/Legal/How-does-ESPO-define-the-geographical-areas,-refe](https://www.espo.org/About-us-(1)/FAQs/Legal/How-does-ESPO-define-the-geographical-areas,-refe)

YPO will incorporate a standstill period at the point of notification of the award of the

contract is provided to all bidders. The standstill period will be for a minimum of 10 calendar days, and provides time for unsuccessful tenderers to challenge the award decision before the

contract is entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who

have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

London

Country

United Kingdom