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Tender

Contract for the Supply of Fuel Cards

Halton Housing

F02: Contract notice

Notice identifier: 2023/S 000-036002

Procurement identifier (OCID): ocds-h6vhtk-042234

Published 6 December 2023, 4:23pm

Section I: Contracting authority

I.1) Name and addresses

Halton Housing

Waterfront Point, Warrington Road,

Widnes

WA8 0TD

Email

tenders@cirruspurchasing.co.uk

Country

United Kingdom

Region code

UKD - North West (England)

Mutuals Public Register

7744

Internet address(es)

Main address

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

I.3) Communication

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

<https://www.delta-esourcing.com/respond/AZQ9Q2XSWF>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/respond/AZQ9Q2XSWF>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Contract for the Supply of Fuel Cards

II.1.2) Main CPV code

- 30163100 - Agency fuel cards

II.1.3) Type of contract

Supplies

II.1.4) Short description

Halton Housing is seeking bids from suppliers to participate in a tender process for the provision of fuel cards to support the work undertaken by HH and their in-house maintenance team. It is anticipated that the fuel cards will primarily be used to purchase standard diesel, however, small amounts of other fuel types (e.g. standard unleaded petrol) may be required to meet the needs of HH.

Services initially required under the contract are expected to include the provision of approximately 95 fuel cards to be assigned for use by individual members of staff, approximately 10 agency cards (fuel cards available for use by a pool of HH staff rather than assigned for use by a specific individual) and approximately 5 spare cards to be used for small plant equipment and generators. It is anticipated that the fuel required by the cards assigned to individual members of staff and the agency cards will exclusively be standard diesel and the spare cards will exclusively be for small amounts of standard unleaded petrol. However, this is for information only, and is subject to change dependant on the future requirements of HH.

Access to jet washing facilities is desired due to HH's lack of on-site space for vehicles to be cleaned. Fuel Cards must be set up to allow payments for jet washing and the tender scoring will reward bidders who can offer at least one site in Widnes or Runcorn.

II.1.5) Estimated total value

Value excluding VAT: £750,000

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

- UKD - North West (England)

Main site or place of performance

The fuel cards will primarily be used to purchase vehicle fuel within the Borough of Halton, however, they may also be used anywhere within the North West of England subject to the requirements of HH. The Borough of Halton is defined as the areas of Widnes and Runcorn with postcodes beginning with WA8 (Widnes) and WA7 (Runcorn).

II.2.4) Description of the procurement

Halton Housing is seeking bids from suppliers to participate in a tender process for the provision of fuel cards to support the work undertaken by HH and their in-house maintenance team. It is anticipated that the fuel cards will primarily be used to purchase standard diesel, however, small amounts of other fuel types (e.g. standard unleaded petrol) may be required to meet the needs of HH.

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Access to jet washing facilities is desired due to HH's lack of on-site space for vehicles to be cleaned. Fuel Cards must be set up to allow payments for jet washing and the tender scoring will reward bidders who can offer at least one site in Widnes or Runcorn.

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: £750,000

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

This contract will be re-procured at the end of the initial period or after any extensions taken.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The outcome of the tender process will be a single contract with one supplier. The contract will be an initial 2 years with 3 annual options to extend by a further 12 months on each occasion, up to a maximum 5 years total contract term, subject to HH requirements and the performance of the successful supplier.

(2+1+1+1 years)

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

Date

12 January 2024

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

12 January 2024

Local time

12:05pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Depending on extensions being taken, further notices may be published in Dec 2025, 2026, 2027 or 2028.

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

This tender process will incorporate a minimum 10 calendar day standstill period at the point information on the award is communicated to tenderers. Appeals can be directly raised via the contact points detailed in section VI.4.1 of this Contract Notice. The Public Contracts Regulations 2015 #102 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).