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Tender

## **Provision of Maeshowe Shuttle Bus Service**

Historic Environment Scotland

F02: Contract notice

Notice identifier: 2023/S 000-036663

Procurement identifier (OCID): ocids-h6vhtk-04254d

Published 13 December 2023, 2:43pm

### **Section I: Contracting authority**

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

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Email**

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

#### **Telephone**

+44 1316688866

#### **Fax**

+44 1316688877

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

**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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

**I.4) Type of the contracting authority**

National or federal Agency/Office

**I.5) Main activity**

Other activity

Tourism, Built Environment, Conservation

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## **Section II: Object**

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

#### **II.1.1) Title**

Provision of Maeshowe Shuttle Bus Service

Reference number

HES/C/4245

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

- 60172000 - Hire of buses and coaches with driver

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

Services

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

HES requires the provision of a shuttle bus service from Stenness Visitor Centre, Orkney to Tormiston Mill, Stenness, Orkney and back on

a daily basis.

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

Value excluding VAT: £360,000

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

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UKM65 - Orkney Islands

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

HES requires the provision of shuttle bus service from Stenness Visitor Centre, Orkney to Tormiston Mill, Stenness, Orkney and back on a daily basis, with the exceptions of 25 - 26th December 2024 and 1-2 January 2025. The appointed supplier must provide a bus and qualified licensed driver from 09.45hrs - 17.30hrs 7 days a week.

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

Quality criterion - Name: Technical / Weighting: 10

Price - Weighting: 90

#### **II.2.6) Estimated value**

Value excluding VAT: £360,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract will initially cover the period 1st April 2024 - 31st March 2025, with an option to extend the contract for a further 12 months, giving a total possible contract length of 24 months.

#### **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.1.2) Economic and financial standing**

List and brief description of selection criteria

HES use Scotbis, an independent provider of business credit reports, to assess the financial standing of tenderers. The overall aim of this assessment is to ensure, as far as possible, that any potential Supplier will not have financial difficulties that endanger their ability to perform the Contract. If financial information cannot be gained from that source Historic Environment Scotland will request that you provide full audited accounts for the last two full financial year. If Suppliers cannot provide any of the assurances as detailed above, and it is determined by HES that your financial strength is not adequate, then your company may not pass the financial evaluation. If you can provide the assurances as detailed above, HES may explore these options with you before determining whether your company can be taken

forward in this procurement exercise. Bank details may also be sought to support the above.

Minimum level(s) of standards possibly required

With reference to SPD (Scotland) question 4B.5, it is a requirement of this contract that bidders hold, or can commit to obtain, prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- Motor Vehicle, Third Party Property Damage - minimum cover 5,000,000 GBP
- Public Liability (non-motor) - minimum cover 5,000,000 GBP
- Employers' Liability - minimum cover 5,000,000 GBP
- Medical Intervention (to be confirmed post tender) – minimum cover 2,000,000 GBP

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **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

16 February 2024

Local time

12:00pm

#### **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

16 February 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 24 months from date of publication of contract notice

## **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=753182](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=753182).

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:753182)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=753182](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=753182)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom