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Tender

Transport - Taxi provision across all sites

Mid and South Essex NHS Foundation Trust

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-066581

Procurement identifier (OCID): ocds-h6vhtk-05cf74

Published 20 October 2025, 10:02am

Scope

Description

The Contract is required to provide a taxi transportation service for the conveyance of staff, patients, light goods and in certain instances heavy goods for both routine and ad hoc requirements.

The Contract will run for three (3) years with the option to extend a further two (2) twelve (12) month periods.

The Contractor will be required to make taxis available daily 24 hours during the contract period including on Sundays and Bank Holidays. When a service has been requested, the Authority expects the Contractor to respond promptly to execute the requirement.

Total value (estimated)

- £1,000,000 excluding VAT
- £1,200,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 19 January 2026 to 18 January 2029
- Possible extension to 18 January 2031
- 5 years

Description of possible extension:

The Contract will run for three (3) years with the option to extend a further two (2) twelve (12) month periods.

Main procurement category

Services

CPV classifications

- 60120000 - Taxi services

Contract locations

- UKH3 - Essex

Lot constraints

Description of how multiple lots may be awarded:

Suppliers may bid for as many of the lots as they wish, with award criteria for each lot being the same as per the Technical, Commercial and Social Value Schedules.

Primary and Secondary Suppliers

- a) The contract will designate a primary and secondary supplier for each of the three specified site lots within the contract.
 - i. The primary supplier and secondary for each site lot will be selected based on their scores in the evaluation criteria based out in the tender documentation.
 - ii. The evaluation criteria will consider Technical, Social Value and Commercial Questionnaires.
 - iii. The supplier with the highest score for each Hospital site will be designated as the primary supplier for the corresponding Hospital site lot, and the suppliers with the next highest score will be designated as secondary.
- b) The primary supplier will have the right of first refusal for all taxis for their designated location.
- c) If the primary supplier declines a work order or is unable to supply a vehicle within one hour of the request being made by the Authority, the work order will be offered to the secondary suppliers designated for that specific site.

Secondary Suppliers:

- a) A secondary supplier will be selected for each site to ensure there is availability of supply.
- b) The secondary supplier will be offered work orders only if the primary supplier declines or does not respond within one hour of the request being made by the Authority for their designated location.

Performance Review and Amendment

- a) The Authority reserves the right to review the performance of the primary and secondary supplier every six months.
 - b) Based on the performance review, the Authority may make amendments to the order of suppliers, if necessary, to ensure optimal service delivery.
 - c) Any amendments to the order of suppliers will be communicated to the suppliers.
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Lot 1. Lot 1 - Mid Essex Hospital Services NHS Trust (MEHT)

Description

Lot 1 – Mid Essex Hospital Services NHS Trust (MEHT)

Broomfield Hospital

Chelmsford

Essex

CM1 7ET

Lot value (estimated)

- £333,333 excluding VAT
- £400,000 including VAT

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 2. Lot 2 - Southend University Hospital NHS Trust (SUFT)

Description

Lot 2 – Southend University Hospital NHS Trust (SUFT)

Prittlewell Chase

Westcliff-on-Sea

Essex

SS0 0RY

Lot value (estimated)

- £333,333 excluding VAT
- £400,000 including VAT

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 3. Lot 3 - Basildon and Thurrock University Hospital NHS Trust (BTUH)

Description

Lot 3 – Basildon and Thurrock University Hospital NHS Trust (BTUH)

Nethermayne

Basildon

Essex

SS16 5NL

Lot value (estimated)

- £333,334 excluding VAT
- £400,000 including VAT

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Submission

Enquiry deadline

5 November 2025, 5:00pm

Tender submission deadline

18 November 2025, 5:00pm

Submission address and any special instructions

Please go to: <https://atamis-1928.my.site.com/s/Welcome>

Select View our Live Opportunities and search via either C395962 or the title Transport - Taxi Provisions across sites.

The Contracting Authority is utilising an electronic Tendering system (“E-Tendering Portal”) to manage this procurement and communicate with Tenderers. Accordingly, there will be no hard copy documents issued to Tenderers and all communications with the Contracting Authority, including the submission of Tender responses will be conducted solely via the following link:

<https://health-family.force.com/s/Welcome>

User Guide:

https://services.atamis.co.uk/docs/Supplier_User_Guide.pdf

Unless stated otherwise in these Instructions or in writing from the Contracting Authority, all communications from Tenderers (including their sub-contractors, consortium members, consultants and advisers) during the period of this procurement exercise must be directed via the messaging service on the E-Tendering Portal.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

5 January 2026

Recurring procurement

Publication date of next tender notice (estimated): 20 November 2030

Award criteria

Name	Description	Type	Weighting
Technical Envelope	Questionnaire 2 contains the Technical questions to which Tenderers are to provide their responses and is to be downloaded, completed and uploaded back into the E-Tendering Portal by Tenderers. Tenderer responses to the specific questions relating to the Contract Opportunity must be made in accordance with the instructions provided in the Questionnaire. Assessment of Tenderer Technical Questionnaire responses is described in Section 4 of Document 1 of the ITT Pack.	Quality	60.00%

Name	Description	Type	Weighting
Commercial Envelope	<p>Please download the Commercial Response template from the Documentation area, complete it and upload it as a response to this question. Questionnaire 4 contains the Commercial (pricing) Questionnaire that is to be downloaded, completed and uploaded back into the E-Tendering Portal by Tenderers. The Commercial Questionnaire is made up of two Response tabs. Response Tab 1 is not to be amended by any bidder. Where Response Tab 1 is amended this shall be a non-compliant Tender and any such Tender shall be disregarded and excluded from further assessment. Where a supplier may wish to make additions or assumptions this must be completed on Response Tab 2 only. All Tenderers are required to complete the Commercial Questionnaire in full. A Tender containing a Commercial Questionnaire that is not completed in full shall be a non-compliant Tender and</p>	Price	30.00%

Name	Description	Type	Weighting
	<p>any such Tender shall be disregarded and excluded from further assessment. No Tenderer is permitted to amend the format of the Commercial Questionnaire in any way. If a Tenderer amends the format of the Commercial Questionnaire (which for the avoidance of doubt includes but is not limited to any amendment, addition, or deletion other than the input of the data requested) then their Tender shall be disregarded and excluded from further assessment. If a Tenderer has any queries regarding the content, completion and / or submission of the Commercial Questionnaire, these must be submitted as clarification questions in accordance with paragraph 3.4 of this Document 1. Prices included in any Tender must not be subject to any pricing qualifications or indexation not provided for explicitly by the Contracting Authority in the Commercial Questionnaire, or in the Specification or in the Contract. In the event</p>		

Name	Description	Type	Weighting
	<p>that any prices in a Tender are expressed as being subject to any pricing qualifications or indexation not provided for by the Contracting Authority in the Commercial Questionnaire, or in the Specification or in the Contract, the Contracting Authority will reject the Tender. Assessment of Commercial Questionnaire responses is described in Section 4 of Document 1 of the ITT Pack.</p>		
Social Value Envelope	<p>Questionnaire 3 contains the Social Value questions to which Tenderers are to provide their responses and is to be downloaded, completed and uploaded back into the E-Tendering Portal by Tenderers. Responses must be made in accordance with the instructions provided in the Questionnaire. Assessment of Tenderer Social Value Questionnaire responses is described in Section 4 of Document 1 of the ITT Pack.</p>	Quality	10.00%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

The authority did not undertake market engagement for this Procurement

Contracting authority

Mid and South Essex NHS Foundation Trust

- Public Procurement Organisation Number: PBVJ-9475-ZCMD

Nethermayne

Basildon

SS16 5NL

United Kingdom

Contact name: Ben La Rocca

Email: benjamin.larocca@nhs.net

Website: <https://www.mse.nhs.uk/>

Region: UKH37 - Essex Thames Gateway

Organisation type: Public authority - central government