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Tender

## **School Transport Contract**

Moray Council

F02: Contract notice

Notice identifier: 2025/S 000-067616

Procurement identifier (OCID): ocds-h6vhtk-05d1f4

Published 22 October 2025, 4:43pm

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

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

Moray Council

High Street

Elgin

IV30 1BX

#### **Contact**

Elaine Summerfield

#### **Email**

[procurement@moray.gov.uk](mailto:procurement@moray.gov.uk)

#### **Telephone**

+44 1343563137

#### **Country**

United Kingdom

**NUTS code**

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00160](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160)

**I.3) Communication**

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

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

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

School Transport Contract

Reference number

18/1236

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

- 60170000 - Hire of passenger transport vehicles with driver

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

Services

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

Moray Council has a variety of requirements in relation to transportation, including Home to School transport, Community Services transport and Public Bus services.

This tender sets out the Council's requirements for the provision of Home to School Transport only.

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

Value excluding VAT: £4,220,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots  
3

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

#### **II.2.1) Title**

Large Vehicles

Lot No

1

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

- 60171000 - Hire of passenger cars with driver
- 60172000 - Hire of buses and coaches with driver

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

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray Wide

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

This tender is for the provision of transport associated with education. To ease completion for bidders all lot information is contained in the commercial envelope on PCS-Tender for the project identified.

Lot 1 is for large vehicles (>16 seats)

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

Quality criterion - Name: Quality Criteria / Weighting: 20

Price - Weighting: 80

### **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 can be extended for a further 2 periods of up to 12 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

### **II.2.14) Additional information**

The statement for a Find a Tender Service (FTS) notice:

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Small Vehicles

Lot No

2

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

- 60171000 - Hire of passenger cars with driver

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

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray Wide

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

This tender is for the provision of transport associated with education. To ease completion for bidders all lot information is contained in the commercial envelope on PCS-Tender for the project identified.

Lot 2 is for smaller vehicles (up to 16 seats)

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

#### **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 can be extended for a further 2 periods of up to 12 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

#### **II.2.14) Additional information**

The statement for a Find a Tender Service (FTS) notice:

Economic operators may be excluded from this competition if they are in any of the

situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Youth Orchestra Transport

Lot No

3

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

- 60170000 - Hire of passenger transport vehicles with driver
- 60172000 - Hire of buses and coaches with driver

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

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray Wide

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

This tender is for the provision of transport associated with education. To ease completion for bidders all lot information is contained in the commercial envelope on PCS-Tender for the project identified.

Lot 3 is for the provision of transport to Moray Youth Orchestra (Saturdays only)

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

### **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 can be extended for a further 2 periods of up to 12 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

#### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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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

The bidder is required to confirm that (to the best of their knowledge) there are no material post balance sheet events or other business issues arising since the date of the last financial statements that materially impact the economic and financial standing of the economic operator.

Where the operator is not able to make such a confirmation, full details of the relevant events shall be provided along with an explanation of the expected impact on the bidders economic and financial standing.

The bidder confirms they already have or can commit to obtain, prior to the



commencement of the contract, the levels of insurance cover indicated below:

Minimum level(s) of standards possibly required

The bidder is required to provide a copy of the last 2 or 3 financial statements as evidence of their compliance to meet their statutory obligations.

Insurance requirements -

Employer's (Compulsory) Liability:: five million pounds sterling 5,000,000

Public Liability: five million pound sterling 5,000,000

Valid Motor Insurance for all vehicles involved in delivery of this contract

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

List and brief description of selection criteria

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Minimum level(s) of standards possibly required

Experience of delivery of similar services

Requirement: within the past five years

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

### **III.2.2) Contract performance conditions**

Bidders will be required to provide information periodically to Moray Council in relation to performance of these services

### **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

24 November 2025

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

##### **IV.2.7) Conditions for opening of tenders**

Date

24 November 2025

Local time

12:00pm

Place

Online - Public contract Scotland Tender

Information about authorised persons and opening procedure

Bids will remain closed until the submission deadline and will be opened as soon as possible after the deadline.

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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: Consideration will be made during the final year of the initial period whether contract extensions will be taken or not.

It is expected that future requirements will be retendered in 5-7 years

### **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**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30298. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Bidders will be asked to confirm what community benefits are offered if successful in this tender

(SC Ref:813605)

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

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

Elgin Sherriff Court

Sheriff Courthouse, High Street

Elgin

IV30 1BU

Email

[elgin@scotcourts.gov.uk](mailto:elgin@scotcourts.gov.uk)

Telephone

+44 343542505

Country

United Kingdom

Internet address

<https://scotcourts.gov.uk/>

### **VI.4.2) Body responsible for mediation procedures**

Elgin Sherriff Court

Sheriff Courthouse, High Street

Elgin

Telephone

+44 343542505

Country

United Kingdom

Internet address

<https://scotcourts.gov.uk/>