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Tender

## **Penk Valley Academy Trust Coach transport**

PENK VALLEY ACADEMY TRUST

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

Notice identifier: 2025/S 000-082152

Procurement identifier (OCID): ocds-h6vhtk-05f42d

Published 11 December 2025, 3:47pm

## **Scope**

### **Description**

#### 1. Contract Overview

- Estimated annual value: £180,000
- Initial contract term: one academic year (September 2026 - July 2027)
- Optional extension: One academic year (subject to Trust Board approval)
- Maximum potential contract value: £360,000

Providers may tender for individual routes, a combination of routes, or all routes. Please clearly state which routes are being tendered for.

#### 2. Evaluation Criteria

Tender submissions will be assessed on a weighted basis:

- Financial considerations: 50%
- Safety record and safeguarding measures: 20%

- Reliability and punctuality: 15%
- Quality and comfort of vehicles: 10%
- Environmental sustainability: 5%

Details provided in attached documents

### 3. Routes Requiring Transport

Exact pickup points to be confirmed by providers, based on safe and efficient collection recommendations.

- Route 1: 62+ pupils expected, approx. 18 miles each way
- Route 2: 43+ pupils expected, approx. 19 miles each way
- Route 3: 36+ pupils expected, approx. 28 miles each way

(Detailed stop lists provided in Appendix A)

Pupils must arrive at their destination by 08:50 latest each school day.

### 4. Contracted Service Requirements

The successful provider will:

- Deliver transport to and from Wolgarston High School (ST19 5RX) and The Rural Enterprise Academy (ST19 5PH).
- Operate Monday-Friday during term time, for 38 weeks (190 school days) per academic year.
- Ensure vehicles meet required capacity (currently envisaged: 70, 52, 52 seats or alternative configuration).
- Implement a QR scanning system for pupil tracking and payment validation. This can be supplied by the Trust or included as a separate line item in the tender.
- Providers must ensure secure mounting, charging, and safeguarding of the device.

### 5. Safeguarding Requirements

Penk Valley Academy Trust places the highest priority on safeguarding and child

protection. Providers must demonstrate robust safeguarding practices, including:

- Enhanced DBS checks for all drivers and passenger assistants, renewed in line with statutory guidance.
- Letter of assurance provided from the company in line with KCSIE.
- Mandatory safeguarding training for all staff involved in pupil transport.
- Clear reporting procedures for safeguarding concerns, aligned with the Trust's Designated Safeguarding Lead (DSL).
- Vehicle safety standards, including seatbelts for all passengers, regular maintenance checks, and compliance with statutory transport regulations.
- Incident management procedures, including immediate notification to the Trust of any safeguarding or safety-related event.

Providers must submit evidence of safeguarding policies and compliance with Keeping Children Safe in Education (KCSIE) and relevant DfE transport guidance.

## 6. Tender Submission

- Deadline: Midday, 12 January 2026
- Format: Written proposals addressing all criteria in this ITT and a completed supplier response template (appendix B)
- Validity: Late submissions will not be considered.

## 7. Summary

This contract represents a significant opportunity to partner with Penk Valley Academy Trust in delivering safe, reliable, and sustainable school transport. Providers are expected to uphold the Trust's values of safeguarding, reliability, and quality assurance in every aspect of service delivery.

## 8. Right Not to Award

The Trust reserves the right, at its sole discretion, not to award a contract as a result of this Invitation to Tender. Participation in this process, or submission of a tender, shall not create any entitlement, expectation, or obligation on the part of the Trust to proceed to award. The Trust may, at any stage, amend, suspend, or terminate the procurement without liability to any party.

Appendix A - Routes and Pickup Points, these are a subject to the provider streamline the pickup points as per their own planning software.

Route 1 - 62+ pupils expected (2026/27), approx. 18 miles each way

- WV9 5QR - Leyborne Crescent bus stop, The Droveway, Wolverhampton
- WV10 6RU - Ming Moon, Marsh Lane, Oxley, Wolverhampton
- WV10 8UJ - Last Bus Stop, Northcote Lane from Legs Lane
- WV11 1AH - 124-116 Blackhalve Lane, Wolverhampton
- WV11 2BX - The Church, Hawthorne Road, Essington
- WV10 7TR - Bus Stop, Baneberry Drive Community Centre
- WV9 5DL - Bus Stop, Outside Coven Memorial Hall, Brewood Road
- ST19 9EJ - Scout Hut, Brewood, Stafford
- ST19 5PH - Rural Enterprise Academy
- ST19 5RX - Wolgarston High School

Route 2 (option1 TBC) - 42+ pupils expected (2026/27), approx. 19 miles each way

- ST15 8BA - Churchbridge, B5027 Morrisons
- ST16 1LW - 441 Stone Road, Stafford
- ST16 2AA - Opposite Train Station
- ST17 4ER - Riverway, Stafford
- ST17 9DH - Royal Oak Pub, Rising Brook
- ST19 5AG - A449 Bus Layby, Dunston
- ST19 5RX - Wolgarston High School
- ST19 5PH - Rural Enterprise Academy

Route 2 (option 2 TBC) same number of pupils.

- ST20 0FA - Gnosall
- ST18 9EZ - Haughton
- ST16 1LW - 441 Stone Road, Stafford
- ST16 2AA - Opposite Train Station
- ST17 4ER - Riverway, Stafford
- ST17 9DH - Royal Oak Pub, Rising Brook
- ST19 5AG - A449 Bus Layby, Dunston
- ST19 5RX - Wolgarston High School
- ST19 5PH - Rural Enterprise Academy

Route 3 - 37+ pupils expected (2026/27), approx. 28 miles each way

- B79 7BH - Tamworth Interchange
- WS15 1DW - Rugeley, Brereton Road (opposite car wash)
- WS11 1WS - Cannock Bus Stop
- WS12 4UU - Bus Stop Opp Tedderley Road Huntington Cannock
- ST19 5RX - Wolgarston High School
- ST19 5PH - Rural Enterprise Academy

### **Total value (estimated)**

- £360,000 excluding VAT
- £432,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 September 2026 to 24 July 2027
- Possible extension to 22 July 2028
- 1 year, 10 months, 22 days

Description of possible extension:

Service will be reviewed by trustees in March 2027 if demand for space in 2027/2028 warrants the same number of coaches the award will be extended.

### **Main procurement category**

Services

### **CPV classifications**

- 60172000 - Hire of buses and coaches with driver

### **Contract locations**

- UKG - West Midlands (England)

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## **Participation**

### **Technical ability conditions of participation**

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## **Submission**

### **Enquiry deadline**

23 December 2025, 12:00pm

**Tender submission deadline**

12 January 2026, 12:00pm

**Submission address and any special instructions**

please submit completed tenders and documentation to [procurement@penkvalley.co.uk](mailto:procurement@penkvalley.co.uk)

**Tenders may be submitted electronically**

No

**Languages that may be used for submission**

English

**Award decision date (estimated)**

23 January 2026

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**Award criteria**

Name	Description	Type	Weighting
Financial considerations	Score range 0-5 0 = Non-compliant / unrealistic pricing; 3 = Competitive but average; 5 = Best value	Cost	50%

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<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Safety Record & Safeguarding	Scoring range 0-5 0 = No evidence; 3 = Adequate safeguarding policy & DBS checks; 5 = Exemplary record	Quality	20%
Reliability & Punctuality	Score range - 0 -5 0 = Poor record; 3 = Meets minimum punctuality standards; 5 = Proven reliability	Quality	15%
Quality & Comfort of Vehicles	Quality & Comfort of vehicles 0 = Substandard vehicles; 1,2 -Basic vehicles, 3 = Acceptable comfort; 5 = High-quality, modern fleet	Quality	10%
Environmental Sustainability	Score Range - 0-5 0 = No measures; 3 = Some eco initiatives; 5 = Strong sustainability credentials	Quality	5%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

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## Documents

### Associated tender documents

[ITT PVAT coach transport 2026.pdf](#)

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## Contracting authority

### PENK VALLEY ACADEMY TRUST

- Companies House: 11124272
- Public Procurement Organisation Number: PGRW-1573-BZGD

Cannock Road

Penkridge

ST19 5RX

United Kingdom

Email: [Procurement@penkvalley.co.uk](mailto:Procurement@penkvalley.co.uk)

Region: UKG24 - Staffordshire CC

Organisation type: Public authority - sub-central government

