

Invitation to Tender (ITT)

SEMD Fleet Tender

CM3291

Caio Scarpetti

Yorkshire Water Services Limited



YorkshireWater

Defined Terms

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| Ariba | Yorkshire Water's SAP Ariba sourcing e-procurement system which is used to undertake this Procurement Process (unless otherwise stated by Yorkshire Water). |
| Bidder(s) | an entity (e.g. company, limited liability partnership, firm, joint venture, etc) participating in this Procurement Process to be considered for the opportunity to supply the relevant goods, services and/or works which are the subject matter of this Procurement Process. |
| Contract Opportunity | the opportunity to supply the relevant goods, services and/or works to Yorkshire Water on conclusion of the Procurement Process, which are the subject matter of this Procurement Process. |
| Contractual Compliance | the Contractual Compliance stage of the Procurement Process during which the Bidder(s) will have an opportunity to comment on (if stated by Yorkshire Water) and ultimately agree the terms and conditions of the Proposed Contract. |
| ITT or Invitation to Tender | the Invitation to Tender stage of the Procurement Process whereby Bidder(s) are assessed using award criteria to assess the quality and/or commercial aspects of their bid for the Proposed Contract. |
| ITT Criteria | the criteria by which the ITT will be assessed. |
| Procurement Process | the procurement process for the relevant Contract Opportunity from start to finish including the Selection stage, Contractual Compliance stage and ITT stage. |
| Proposed Contract | the contract that Yorkshire Water and the successful Bidder(s) will enter into following award of the Contract Opportunity on completion of the Procurement Process. |
| Selection | the Selection stage of the Procurement Process by which Yorkshire Water will identify one or more Bidder(s) which meet Yorkshire Water's minimum requirements. |
| Rules for the Procurement Process | Yorkshire Water's rules for the procurement process contained in the Bidder Agreement accepted by the Bidder in Ariba or otherwise communicated to the Bidder by Yorkshire Water. |

1. Invitation to Tender (ITT)

1.1 Overview

The purpose of the ITT stage is to enable Yorkshire Water to assess, negotiate and evaluate the quality and commercial elements of the Bidders' tenders prior to awarding the Contract Opportunity.

This diagram shows an overview of the stages of the Procurement Process:

| | | | |
|------------------------|-------------------------------------|------------------|-----------------------------------|
| Selection stage | Contractual Compliance stage | ITT stage | Award of the Contract Opportunity |
|------------------------|-------------------------------------|------------------|-----------------------------------|

1.2 Rules for the Procurement Process

Yorkshire Water's Rules for Regulated Procurement Processes apply to this Procurement Process. Please read the rules carefully and ensure that you comply with them. This ITT document should be read in conjunction with the rules.

1.3 Procurement Procedure

The procedure being used for this tender pursuant to the Procurement Act 2023 is the negotiated procedure with prior call for competition.

Yorkshire Water will evaluate the completed Selection Questionnaire against the predefined Selection Criteria to assess if the Bidder(s) are able to meet Yorkshire Water's minimum requirements to undertake the Proposed Contract.

1.4 Proposed Details of the Contract Opportunity

This procurement aims to establish a contract arrangement for the provision of emergency fleet assets and associated maintenance services, to support Alternative Water Supply (AWS) deployment under SEMD regulations. The initiative is intended to increase Yorkshire Water's internal fleet capability, ensuring compliance with SEMD 2024 requirements and strengthening resilience in the event of service disruptions.

The contract will secure critical assets including rigid HGV chassis with integrated 19,000 litre potable tanker bodies, tractor units, curtainsider trailers, and truck-mounted forklifts. Maintenance services for these assets will form part of the scope.

Suppliers will be expected to deliver assets to specification, manage integration, and provide reliable ongoing maintenance. Surveys of market conditions confirm long lead times, typically twelve to twenty-four months, due to global chassis shortages. Early supplier commitment will therefore be critical to avoid delay in achieving AWS capability. By the end of Year 3 (2026/27), Yorkshire Water must have full AWS capability in place to meet SEMD obligations ahead of the PR24 Periodic Compliance Date in November 2029

The contract will initially run for five years, with the option of extension for up to one additional year. The estimated value of the contract is £2.9 million over the term, with annual spend expected at around £580,000.

Yorkshire Water is seeking suppliers who can provide cost efficiency through bundled procurement, demonstrate compliance with regulatory requirements, and deliver resilience through timely mobilisation of fleet assets. Sustainability will also be an important consideration, with suppliers expected to explore opportunities for fuel efficiency and low-emission vehicles where available.

Participation in this procurement is open to suppliers able to provide one or more of the defined Lots. Suppliers may bid on Lots individually or in combination. Bundled approaches are encouraged, as pricing analysis has shown they can deliver 20–25% efficiency compared with sourcing individual components.

The procurement will be divided into three Lots:

- Lot 1 covers the provision of up to seven rigid HGV chassis, each fitted with a 19,000 litre potable tanker body and full integration of fittings and systems.
- Lot 2 covers one tractor unit and up to three curtainsider trailers, configured to transport barrels and ancillary equipment.
- Lot 3 covers up to three truck-mounted forklifts, with the capability to mount and dismount quickly, enabling operational deployment in support of Alternative Water Supply.
- Each Lot will also include the associated repair and maintenance services required to ensure continued compliance and readiness

The final purchasing volumes are expected to be confirmed by the conclusion of this tender process.

1.5 ITT Submissions

Each Bidder should make its response to the ITT by completing and submitting the ITT documents provided by Yorkshire Water in full.

Please note that Bidders make their ITT submissions on the basis of the final version of the Proposed Contract issued to Bidders by Yorkshire Water and we would refer Bidders to the Rules for the Procurement Process in this regard.

1.6 ITT Process Overview

The intended sequencing of the tender process is detailed below. This is intended as a guide and whilst Yorkshire Water does not intend to deviate from the process, it reserves the right to do so.

ITT Round – Contractual, Quality and Commercial

Bidders will be required to submit an ITT in accordance with the timescales shown in paragraph 1.9. The ITT response shall include:

- Capability Questionnaire
- Commercial Questionnaire
- Standard YW T&Cs to Contractual Compliance

Yorkshire Water will evaluate the submissions, in accordance with the criteria set out in paragraph 1.7.

Yorkshire Water may exercise a round of clarification/feedback sessions in accordance with paragraph 1.8.

1.7 ITT Award Criteria

Prior to evaluating tenders, Yorkshire Water will carry out an initial review of each tender to confirm completeness and compliance with the tender requirements and may, at its discretion, reject a tender which is incomplete and/or non-compliant and Yorkshire Water would refer Bidders to the Rules for the Procurement Process in this regard.

The award criteria for acceptance into the framework will be 100% focused on supplier capability and their agreement to YWS's contractual terms and compliance requirements. Only suppliers who meet these criteria will be accepted into the framework and will become eligible to participate.

To ensure a high standard of submissions, suppliers must achieve a minimum threshold score of 70% in the capability assessment to qualify for inclusion in the framework.

Scored questions (as opposed to pass/fail questions), will be evaluated according to the evaluation methodology below, unless explicitly stated in the submission template, and then have the weighting for that question applied.

A score for each question will be awarded for the relevant category that the Bidder response falls into, e.g. 75% ('Good'). Scores in between the set percentages for the descriptors will not be awarded; for instance a score of 80% cannot be awarded.

For example, a question with a weighting of 15% (percentage points) to which the Bidder's response scores 75% in accordance with the evaluation methodology below will gain an overall score of 11.25% (percentage points) because $0.75 \times 15 = 11.25$.

The evaluation methodology for the capability questionnaire is as follows:

| Score | | Description |
|-------|--------------|--|
| 100% | Excellent | An excellent response that exceeds Yorkshire Water's expectations and demonstrates a significant range of evidenced understanding and knowledge. The response is clear and Yorkshire Water has complete confidence in the Bidder's skills for and knowledge of delivering contracts of this type. The Bidder's examples may exceed the capabilities required and/or the examples demonstrate significant delivered quality/value. |
| 75% | Good | A good response which satisfies Yorkshire Water's expectations and demonstrates a range of evidenced understanding and knowledge. The response is clear. There are no concerns in the Bidder's skills or knowledge of the delivery of contracts of this type. The Bidder demonstrates they can fulfil the requirements. |
| 50% | Fair | An adequate response which meets Yorkshire Water's expectations. The response may be unclear in places. The Bidder appears to have most of the skills required. The response may be somewhat generic and not sufficiently relevant to the requirements of the question or the Contract Opportunity generally. Examples given largely demonstrate the Bidder's capability and/or the response demonstrates the Bidder's skills and knowledge. |
| 25% | Poor | A response which fails to meet key areas of Yorkshire Water's criteria. The response is unclear or includes areas of unexplained content. The response raises concerns in relation to the Bidder's skills and/or knowledge. The response has large gaps and/or is answered with little relevance to the question and/or Contract Opportunity. |
| 0% | Unacceptable | A response which demonstrates a lack of understanding of the question and/or Contract Opportunity. The response includes significant areas which are unexplained or unclear. The response raises significant concerns in relation to the Bidder's skills and/or knowledge. Alternatively, the Bidder has failed to address the requirements of the question and provided a response of hardly any or no relevance. |

For all pass/fail criteria, a 'fail' being incurred will mean that the Bidder fails in the process and will not progress further.

1.8 ITT Clarification/Feedback Meetings

Yorkshire Water may require ITT clarification/feedback meetings or telephone conference calls with the Bidder(s).

Quality Meetings

As part of this process Bidder(s) may be given feedback on their quality submission, with an indication of where their submission lies relative to other submissions received.

Feedback will be provided in a way which protects Bidders' confidential information; this may include using alternative methods of representing relative positions where there is a reasonable risk that commercially sensitive information may otherwise be disclosed.

Yorkshire Water will not disclose to other Bidders a Bidder's any sensitive information which reasonably could distort the competitive nature of the Procurement Process.

1.9 ITT Timescales

| Process Stage | Date | Type of Activity | Description |
|--|----------|-------------------------|---|
| ITT documents issued | 01/10/25 | Milestone | Yorkshire Water to issue of ITT documents |
| Clarification correspondence deadline | 15/10/25 | Milestone | The Bidder(s) can correspond via SAP Ariba to raise any matters for clarification up to this deadline |
| Selection Questionnaire deadline | 27/10/25 | Milestone | Bidder(s) to submit SQ via Ariba |
| Contractual Compliance Round 1 – Contract Draft issued | 15/10/25 | Milestone | Yorkshire Water to issue of draft for contract |
| Contractual Compliance Round 1 Deadline | 31/10/25 | Milestone | Bidder(s) to submit Contractual Compliance acceptance and challenges to be considered on Round 2 |
| ITT submission deadline | 04/11/25 | Milestone | Bidder(s) to submit ITT via Ariba |
| ITT evaluation | 10/11/25 | Yorkshire Water Process | Yorkshire Water to evaluate the ITT submissions |
| ITT Round 2 documents issued | 17/11/25 | Milestone | [If Required] Yorkshire Water to issue of ITT Round 2 documents |
| ITT Round 2 submission deadline | 28/11/25 | Milestone | Bidder(s) to submit ITT via Ariba |
| ITT Round 2 evaluation | 05/12/25 | Yorkshire Water Process | Yorkshire Water to evaluate the ITT submissions |
| Notification | 08/12/25 | Milestone | Yorkshire Water will formally notify successful and unsuccessful Bidder(s) of the outcome |

These timescales are indicative and Yorkshire Water is not bound by them. Yorkshire Water will communicate any updated timescales to Bidders accordingly.

1.10 ITT Notification of Result

Yorkshire Water will notify all successful and unsuccessful Bidder(s) of the outcome of the ITT stage.