

**United Kingdom-Nelson: Agency fuel cards**

OJ S 7/2020 10/01/2020

Contract notice

Supplies

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Pendle Borough Council

Postal address: The Town Hall, Market Street

Town: Nelson

NUTS code: UK United Kingdom

Postal code: BB9 7LG

Country: United Kingdom

Contact person: Mr James Henderson

E-mail: [james.henderson@pendle.gov.uk](mailto:james.henderson@pendle.gov.uk)

Telephone: +44 1282661877

**Internet address(es):**Main address: <https://www.pendle.gov.uk/>Address of the buyer profile: <https://www.pendle.gov.uk/>**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3. Communication**

Access to the procurement documents is restricted. Further information can be obtained at:

<https://procontract.due-north.com/Advert/Index?advertId=a02746ab-7b2d-ea11-80fc-005056b64545>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://procontract.due-north.com/Advert/Index?advertId=a02746ab-7b2d-ea11-80fc-005056b64545>**I.4. Type of the contracting authority**

Regional or local authority

**I.5. Main activity**

General public services

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Fuel Card Tender

Reference number: DN455748

**II.1.2. Main CPV code**

30163100 Agency fuel cards

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

Supplies

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

Fuel card tender for Pendle Borough Council. Estimated annual usage 236 756 litres.

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

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

This contract is divided into lots: no

## **II.2. Description**

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

NUTS code: UK United Kingdom

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

The Borough of Pendle is a local authority in East Lancashire. We serve the Pendle area which has an approximate population of 90 000. Our administrative base is located within the town of Nelson, Lancashire.

Our fuel requirements are mainly for fleet vehicles and plant which is used to provide our waste collection, street cleansing and grounds maintenance services. The vehicles used in the delivery of the services range from ride on mowers, through to car derived vans, mechanical sweepers and category C refuse collection vehicles.

Under our current fuel card arrangements we hold 60 bearer cards with 8 being for petrol and 48 being for diesel. The 4 remaining cards are classed as 'wild cards' and can be used to draw fuels for vehicles taken on temporary hire. It is essential that cards can be provided for diesel and petrol transactions.

All fuel transactions are completed by the vehicle driver and each card with exception of the 'wild cards' are allocated to a specific vehicle registration and fleet reference number. Fleet numbers are created by the Council for the purpose of accounting and auditing of vehicle costs. The Council require the fuel cards to include vehicle registration and fleet numbers.

Our estimated annual usage is 236 756 litres of fuel withdrawn over 5 000 transactions.

Most of our vehicles are used in regular weekly and daily tasks enabling the spread of transactions to be spread consistently throughout the year.

The Council fleet is a mix of petrol and diesel engine units.

The Council is additionally seeking the ability to use forecourt facilities to jet wash approximately 26 vehicles which range in size from cars through to 3,5 t tippers. The Council ideally would use 1 card for both transactions allowing costs to be allocated to a specific vehicle registration and fleet number.

The Council will consider the provision of separate cards for cleaning vehicles.

The Council will still consider submissions for fuel from bidders that are unable to offer a Jet Washing solution.

The Council would like to receive weekly itemised invoices, preferably via email. The Council will pay invoices by direct debit.

The purpose of this exercise is to assist the Council in obtaining a financial saving. Bidders are advised that should their submissions be higher than the rates the Council currently received through the incumbent suppliers then the Council would take the decision to remain with their supplier rather than set up a new agreement which would negatively impact on the Council's budgets.

### **II.2.5.**

## **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

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

Start: 01/04/2020 End: 31/03/2022

This contract is subject to renewal: no

### **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**

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **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: 14/02/2020 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

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

Date: 14/02/2020 Local time: 12:00

## **Section VI: Complementary information**

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

This is a recurrent procurement: no

### **VI.3. Additional information**

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

**VI.4.1. Review body**

Official name: Pendle Borough Council

Town: Nelson

Country: United Kingdom

**VI.5. Date of dispatch of this notice**

07/01/2020