

**United Kingdom-Derby: Minibuses**

OJ S 29/2014 11/02/2014

Contract notice

Supplies

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Derby College

Postal address: 2 Roundhouse Road, Pride Park

Town: Derby

Postal code: DE24 8JE

Country: United Kingdom

For the attention of: Steve Revitt

Telephone: +44 3001237890

**Internet address(es):**General address of the contracting authority: <http://www.derby-college.ac.uk>Address of the buyer profile: [http://www.mytenders.org/search/Search\\_AuthProfile.aspx?ID=AA29468](http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA29468)Electronic access to information: [www.mytenders.org](http://www.mytenders.org)**Additional information can be obtained from:**

Official name: EMFEC

Postal address: Robins Wood House, Robins Wood Road, Aspley

Town: Nottingham

Postal code: NG8 3NH

Country: United Kingdom

Telephone: +44 1158541623

Internet address: <http://www.emfec.co.uk>**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: EMFEC

Postal address: Robins Wood House , Robins Wood Road, Aspley

Town: Nottingham

Postal code: NG8 3NH

Country: United Kingdom

E-mail: [catherined@emfec.co.uk](mailto:catherined@emfec.co.uk)

Telephone: +44 1158541623

Internet address: <http://www.emfec.co.uk>**Tenders or requests to participate must be submitted:** Official name: EMFEC

Postal address: Robins Wood House , Robins Wood Road, Aspley

Town: Nottingham

Postal code: NG8 3NH

Country: United Kingdom

E-mail: [catherined@emfec.co.uk](mailto:catherined@emfec.co.uk)

Telephone: +44 1158541623

Internet address: <http://www.emfec.co.uk>**I.2. Type of the contracting authority**

Body governed by public law

### **I.3. Main activity**

Education

### **I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

## **Section II: Object of the contract**

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### **II.1. Description**

#### **II.1.1. Title attributed to the contract by the contracting authority**

Provision of Leased Vehicles.

#### **II.1.2. Type of contract and place of performance or delivery**

Supplies

Lease

Main site or place of performance: Derby College, 2 Roundhouse Road, Pride Park, Derby, DE24 8JE.

NUTS code UKF11 Derby

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

The notice involves a public contract

#### **II.1.4. Information about framework agreement**

#### **II.1.5. Short description of the contract or purchase(s)**

The College has a need for a number of different types of vehicles to meet its daily transport needs. The College's vehicle requirements are split into two separate needs; minibuses and vans for long term hire and will be tendered as two lots. (Currently, the College operates Long Wheel Based (LWB) minibuses with and without wheelchair conversion, LWB Jumbo vans or Luton bodies vans, Mid Wheel Based (MWB) vans and car derived vans.)

The College is looking to lease:

Lot 1: Six 17-seater minibuses, with the option of including one with a wheelchair conversion incorporating tail lifts, able to carry 2 wheelchairs.

Lot 2: 8 vans. 1 Transit style jumbo van or 1 Luton with tail lift, 5 transit style, and 2 car derived vans.

Please see appendix 1 for the detailed specification.

Proposals are invited for the lease of the vehicles listed in the contract specification for a period of 2 years commencing on 1st August 2014, with an option for the College to extend by two further one years against each lot to the specification detailed in the contract documentation. Any extension would be notified by at least 3 months prior to the end of the contract period.

The college must be permitted to use two of the mini-buses in Europe for up to 21 days at a time.

Full maintenance, service, collection and delivery including like for like replacement vehicle(s). UK breakdown cover for all vehicles and European breakdown cover for two of the 17-seater minibuses should be included / quoted for.

Scheduled servicing or periodic checks to be carried out to vehicles in traditional holiday periods or negotiated down times of College (i.e. half term, Easter holidays).

All vehicles will need to have height restriction, no smoking, seat belt signage and any other

legally required signage.

The vehicles will need to carry College signage/corporate logos.

Ideally, the College will require the minibuses for 38 weeks per year (during term time) and the vans for 50 weeks per year, however, the College will evaluate a full term lease for the minibuses.

It should be noted that the College may decide to lease all or some of the vehicles shown on the schedule. Figures included are correct at the time of tendering.

The college reserve the right not to award a contract through this tender process.

Note: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at [http://www.myTenders.org/Search/Search\\_Switch.aspx?ID=112822](http://www.myTenders.org/Search/Search_Switch.aspx?ID=112822).

#### **II.1.6. CPV code(s)**

34114400 Minibuses, 34136000 Vans, 34136100 Light vans

#### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

#### **II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

#### **II.1.9. Information about variants**

Variants will be accepted: yes

### **II.2. Scope of the procurement**

#### **II.2.1. Total quantity or scope**

14 vehicles

#### **II.2.2. Information about options**

Options: yes

Description of options: two optional one year extensions to the vehicle lease term.

Provisional timetable for recourse to these options:  
in months: 12 (from the award of the contract)

#### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 2

### **II.3. Duration of the contract or time limit for completion**

Start 1.8.2014. Completion 31.7.2016

Information about lots

Lot No: 1

Lot title: Minibus

#### **1) Short description**

Six 17-seater minibuses, with the option of including one with a wheelchair conversion incorporating tail lifts, able to carry 2 wheelchairs.

#### **2) CPV code(s)**

34114400 Minibuses

#### **3)**

**Quantity or scope**

6

**4) Indication about different time frame or duration**

Start 1.8.2014. Completion 31.7.2016

**5) Additional information about lots**

Lot No: 2

Lot title: Vans

**1) Short description**

8 vans. 1 Transit style jumbo van or 1 Luton with tail lift, 5 transit style, and 2 car derived vans.

**2) CPV code(s)**

34136000 Vans, 34136100 Light vans

**3) Quantity or scope**

8

**4) Indication about different time frame or duration**

Start 1.8.2014. Completion 31.7.2016

**5) Additional information about lots**

**Section III: Legal, economic, financial and technical information**

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**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

**III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

**III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: no

**III.2. Conditions for participation**

**III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: (1) All candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent.

(2) All candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering. Failure to provide such a declaration will result in the candidate being declared ineligible and they will not be selected to participate in this procurement process.

(3) All candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or

profession.

(4) All candidates will be required to produce a certificate or declaration demonstrating that they have not committed an act of grave misconduct in the course of their business or profession.

(5) All candidates must comply with the requirements of the State in which they are established, regarding registration on the professional or trade register.

(6) Any candidate found to be guilty of serious misrepresentation in providing any information required, may be declared ineligible and not selected to continue with this procurement process.

(7) All candidates will have to demonstrate that they are licensed, or a member of the relevant organisation, in the State where they are established, when the law of that State prohibits the provision of the services, described in this notice, by a person who is not so licensed or who is not a member of the relevant organisation.

(8) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the candidate is established.

(9) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established.

### **III.2.2. Economic and financial ability**

List and brief description of conditions: (1) All candidates will be required to provide a reference from their bank.

(2) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice.

### **III.2.3. Technical and professional ability**

### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

#### **III.3.2. Information about staff responsible for the performance of the contract**

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

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

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

**IV.2.2. Information about electronic auction**

An electronic auction will be used: no

**IV.3. Administrative information**

**IV.3.1. File reference number attributed by the contracting authority**

**IV.3.2. Previous publication concerning this procedure**

**IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

**IV.3.4. Time limit for receipt of tenders or requests to participate**

3.4.2014 - 12:00

**IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

**IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

**IV.3.8. Conditions for opening of tenders**

Date: 3.4.2014 - 12:00

Place:

Robins Wood House, Aspley, Nottingham NG8 3NH.

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

**VI.2. Information about European Union funds**

**VI.3. Additional information**

(MT Ref:112822).

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

**VI.4.3. Service from which information about the review procedure may be obtained**

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

6.2.2014