

UK-Bridgwater: Transport services (excl. Waste transport)

OJ S 67/2013 05/04/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Bridgwater College

Postal address: Bath Road

Town: Bridgwater

Postal code: TA6 4PZ

Country: United Kingdom

Contact person: Procurement Manager

For the attention of: Sandra Howlett

E-mail: howletts@bridgwater.ac.uk

Telephone: +44 1278441258

Fax: +44 1278444363

Internet address(es):General address of the contracting authority: www.bridgwater.ac.uk**Additional information can be obtained from:**

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address**I.2. Type of the contracting authority****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

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Student Transport Services.

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

Services

Service category No 2: Land transport services [2], including armoured car services, and courier services, except transport of mail

Main site or place of performance: Bridgwater, Somerset.

NUTS code UK United Kingdom

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

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement
: 5

Duration of the framework agreement

Duration in years: 3

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT: 1 050 000,00 GBP

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

Bridgwater is seeking a cost effective and efficient Student Transport Services provider, which complies with current and future legislation and supports its objectives to provide a safe and reliable facility to all our students.

This document specifies the requirements for the management and provision of a Student and Staff Transport Service to / from the College and various other locations, locally and regionally. The contract shall be awarded for a 2 year period from September 2013 to September 2015 plus an option year to September 2016, subject to satisfactory performance and the outcome of periodic reviews.

The requirement is split into lots. Tenderers may bid for one lot, a few lots, or all lots.

Tenderers must specify in their expression of interest which lots they wish to bid for.

Tenderers are asked to in the first instance to express an interest and to complete a PQQ.

Successful applicants will then be invited to tender.

a) Lot 1 : To transport students from Rolls Royce, Filton, Bristol in the morning to Bridgwater College, with a return journey later in the day. The details of this service are described below:
From Rolls Royce, Filton, Bristol to Bridgwater College and back.

— Monday Between 30-37 passengers

— Tuesday Between 20-27 passengers

— Wednesday Between 20-27 passengers

— Thursday Between 30-37 passengers

— Friday Between 20-27 passengers

— Daily-Pick up at 7.00 am

— Daily-Return at 4.30 pm

This requirement may be subject to change over the lifetime of the contract.

b) Lot 2: Bridgwater College/ Weston Super Mare/Clevedon/Worle

Clevedon, Worle and Weston Super Mare to Bridgwater College 250-300 passengers in total.

Daily pick up at 7.44 am

Return at 4.40pm

This requirement may be subject to change over the lifetime of the contract.

c) Lot 3: Bridgwater College/ Shepton Mallet

Whitstone School, Shepton Mallet to Bridgwater College 30-50 passengers Daily pick up at 7.30am

Return at 4.40pm

This requirement may be subject to change over the lifetime of the contract.

d) Lot 4: Transport of pupils from 2 schools to Bridgwater College

— Chilton School, Bridgwater to Bridgwater College Thursday - 8.45 Coach with 52 seats
Weekly - Term time only.

— Blake School, Bridgwater to Bridgwater College Thursday - 8.45 Coach with 52 seats
Weekly - Term time only.

- Bridgwater College Chilton School Thursday 11.45 Coach with 52 seats Weekly - Term time only.
- Bridgwater College Blake School Thursday 11.45 Coach with 52 seats Weekly - Term time only.
- Chilton School Bridgwater College Friday 8.45 Coach with 52 seats Weekly - Term time only.
- Blake School Bridgwater College Friday 8.45 Coach with 52 seats Weekly - Term time only.
- Bridgwater College Chilton School Friday 11.45 Coach with 52 seats Weekly - Term time only.
- Bridgwater College Blake School Friday 11.45 Coach with 52 seats Weekly - Term time only.

This requirement may be subject to change over the lifetime of the contract.

e) Lot 5: Ad-Hoc Transport. There is a requirement on an ad hoc basis to transport students and staff locally, regionally and nationally to sporting events and educational field trips, University visits, Air Port runs, and Residential as part of the students curriculum. Examples of these trips are provided below:

- Hampton Court Flower Show;
- Coasteering, Torbay or North Devon;
- Saltex Exhibition, Windsor;
- Bath and West Showground;
- Westonbirt Arboretum;
- Brewhouse Theatre, Taunton;
- Infrastructure Show, NEC Birmingham;
- Dartmoor Zoological Park, Plymouth;
- Marine Cammondo Challenge, Exeter;
- Bristol Zoo Gardens;
- University of Gloucester;
- American Museum, Bath;
- Cadbury Garden Centre;
- Denmark Visit;
- Rome visit;
- MOD, Corsham;
- Exmoor Hills, Somerset;
- Dead Womans Ditch, Quantock Hills;
- WestPoint, Exeter;
- Oxford Brookes Uni;
- Cutcliffe Farm, Sherford;
- Autosport International Racing Car.

1.1 Current Provision and Requirements

Please be aware that a small number of students with mobility difficulties may use this service. Where this is the case, the college will liaise with the contractor to agree appropriate arrangements e.g. vehicles should be DDA compliant.

If you are awarded a contract with the College, the Contractor / drivers / conductors, where applicable, need to:

- Hold an Educational permit;
- Hold Enhanced CRB clearance;
- Adhere to the Contractor Safeguarding Policy and Procedures;
- Adhere to the College Safeguarding Policy and Procedures.

2. Objectives of the College Transport Service

The aim of the College Service will be to provide a high quality transport Service for the

students and staff of the College. The following are identified as the key objectives which the Contractor (Service Operator) will be expected to address:

- Health and safety of all passengers
- Reliable and flexible Service
- Student and staff satisfaction
- Promoting positive relations with the wider community
- An environmentally sound service

3. The Contract

3.1 Contract Duration

A Service for the provision of student transport is required between September 2013 to September 2015, with an option year to September 2016.

3.2 Contract Review

- a) The continuance of this contract beyond the first year is subject to satisfactory performance by the Contractor and the outcome of an annual College Service review.
- b) The College reserves the right to retender any part of, or this entire contract.

4. Variation to Services

Flexibility will be required on occasions when the College needs to cancel or amend the Services outlined in Schedule B (Specification of Services). Certain lots or routes may be cancelled or amended during the lifetime of the contract. Please refer to Schedule B and C (Terms and Conditions for Transport Services) for contractual details.

4.1 Statutory Requirements

- a) The Contractor shall have obtained planning permission for the use of premises from which to operate a Coach or Bus / Minibus hire company.
- b) The Contractor shall hold, and provide the College with sight of, a valid Passenger Carrying Vehicle Operator's Licence of the relevant classification as required by Section 12 of the Public Passenger Vehicles Act 1981, or a permit issued under Section 19 of the Transport Act 1985, which allows the operation of the Contract in the manner proposed, and periodically thereafter on request.
 - a) Where applicable, the Contractor shall hold, and provide the College with sight of, a valid Radio Communication Agency Licence at all times throughout the provision of this Service.
 - b) If a passenger is disabled and is dependent upon a guide, hearing or other assistance dog, the driver MUST allow the dog to be carried, at no charge, unless exempted under section 37 of the Disability Discrimination Act 1995 and the vehicle is clearly displaying the statutory exemption certificate. Refusal to carry an assistance dog without good reason or exemption is an offence, and the College shall inform the relevant authorities of any instances where the Contractor or his staff fail to comply with this legal requirement.

4.2 Service Requirements and Expectations

- a) The Contractor shall ensure the operational base is sufficiently equipped to fulfil the contractual obligations at all times.
- b) The Contract shall be invalid and liable to termination with immediate effect should an Operator's Licence / Permit previously granted, be suspended, withdrawn or have conditions attached to it for any reason by the relevant authorities which prohibit the operation of this Contract.
- c) The Contractor shall establish a two-way communication system between drivers and the operating base whilst their vehicles are in transit, to enable information to be passed to the College in case of emergencies, or other untoward incidents, safeguarding the overall interests of all passengers.
- d) The Contractor shall provide all employees allocated to this Service with an Identification Card bearing their photograph (or a suitable company badge), to be carried / worn at all times, and which should be presented when requested by a representative of the College, any

Passenger or the guardian / parent of any passenger. A sample copy of the ID card or badge shall be provided with the tender documents.

e) The Contractor is responsible for providing a reliable and punctual service to meet the specification, which includes the provision of the vehicle and any appropriate equipment aids and adaptations, the driver, and a conductor / escort when required.

f) The Contractor shall ensure (at his/her own cost) that adequate staff, vehicles and resources are available to deliver all journeys requested by the College within 10 minutes (pick-up and arrival) of the specified time, and shall have sufficient capacity and resources to quickly arrange the provision of Services for urgent or unforeseen work. The College will ensure for Ad hoc bookings that adequate notification is given. The acceptable timeframes shall be provided by the tenderer at tender stage.

g) The Contractor shall co-operate in ensuring that an effective working relationship between the Contractor staff and College staff is maintained.

h) The Contractor shall organise, in so far as practical, that the same vehicle / driver be used on Scheduled Regular Journeys to establish trust and co-operation between all parties involved, in particular between the drivers and the passengers and their parents / guardians.

i) In the event that the Contractor is unable to fulfil a scheduled Regular Journey or confirmed Booking, the Contractor or the driver of the vehicle concerned shall notify the College as soon as possible.

II.1.6. CPV code(s)

60000000 Transport services (excl. Waste transport)

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

The procurement is covered by the Government Procurement Agreement: no

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

II.2.2. Information about options

II.2.3. Information about renewals

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

Information about lots

Lot No: 1

Lot title: To transport students from Rolls Royce, Filton, Bristol in the morning to Bridgwater College and back later in the day.

1) Short description

From Rolls Royce, Filton, Bristol to Bridgwater College and back.

Number of Passengers:

— Monday Between 30-37

— Tuesday Between 20-27

— Wednesday Between 20-27

— Thursday Between 30-37

- Friday Between 20-27
- Times:
- Daily-Pick up at 7.00 am
- Daily-Return at 4.30 pm

- 2) CPV code(s)**
60000000 Transport services (excl. Waste transport)
- 3) Quantity or scope**
- 4) Indication about different time frame or duration**
- 5) Additional information about lots**

Lot No: 2

Lot title: Lot 2: Bridgwater College/ Weston Super Mare/Clevedon/Worle

- 1) Short description**
Clevedon, Worle and Weston Super Mare to Bridgwater College 250-300 passengers in total.
Daily pick up at 7.44 am
Return at 4.40 pm
This requirement may be subject to change over the lifetime of the contract.
- 2) CPV code(s)**
60000000 Transport services (excl. Waste transport)
- 3) Quantity or scope**
- 4) Indication about different time frame or duration**
- 5) Additional information about lots**

Lot No: 3

Lot title: Lot 3: Bridgwater College/ Shepton Mallet

- 1) Short description**
From Whitstone School, Shepton Mallet to Bridgwater College 30-50 passengers.
Daily pick up at 7.30 am
Return at 4.40 pm
This requirement may be subject to change over the lifetime of the contract.
- 2) CPV code(s)**
60000000 Transport services (excl. Waste transport)
- 3) Quantity or scope**
- 4) Indication about different time frame or duration**
- 5) Additional information about lots**

Lot No: 4

Lot title: Lot 4: Transport of pupils from 2 schools to Bridgwater College

- 1) Short description**
 - Chilton School, Bridgwater to Bridgwater College Thursday - 8.45 Coach with 52 seats Weekly - Term time only.
 - Blake School, Bridgwater to Bridgwater College Thursday - 8.45 Coach with 52 seats Weekly - Term time only.

- Bridgwater College Chilton School Thursday 11.45 Coach with 52 seats Weekly - Term time only.
- Bridgwater College Blake School Thursday 11.45 Coach with 52 seats Weekly - Term time only.
- Chilton School Bridgwater College Friday 8.45 Coach with 52 seats Weekly - Term time only.
- Blake School Bridgwater College Friday 8.45 Coach with 52 seats Weekly - Term time only.
- Bridgwater College Chilton School Friday 11.45 Coach with 52 seats Weekly - Term time only.
- Bridgwater College Blake School Friday 11.45 Coach with 52 seats Weekly - Term time only.

This requirement may be subject to change over the lifetime of the contract.

2) CPV code(s)

60000000 Transport services (excl. Waste transport)

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 5

Lot title: Lot 5: Ad-Hoc Transport

1) Short description

There is a requirement on an ad hoc basis to transport students and staff locally, regionally and nationally to sporting events and educational field trips, University visits, Air Port runs, and Residentials as part of the students curriculum. Examples of these trips are provided below:

- Hampton Court Flower Show;
- Coaststeering, Torbay or North Devon;
- Saltex Exhibition, Windsor;
- Bath and West Showground;
- Westonbirt Arboretum;
- Brewhouse Theatre, Taunton;
- Infrastructure Show, NEC Birmingham;
- Dartmoor Zoological Park, Plymouth;
- Marine Cammondo Challenge, Exeter;
- Bristol Zoo Gardens;
- University of Gloucester;
- American Museum, Bath;
- Cadbury Garden Centre;
- Denmark Visit;
- Rome visit;
- MOD, Corsham;
- Exmoor Hills, Somerset;
- Dead Womans Ditch, Quantock Hills;
- WestPoint, Exeter;
- Oxford Brookes Uni;
- Cutcliffe Farm, Sherford;
- Autosport International Racing Car.

2) CPV code(s)

60000000 Transport services (excl. Waste transport)

- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Section III: Legal, economic, financial and technical information

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

III.2. Conditions for participation

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

III.2.2. Economic and financial ability

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

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

Envisaged number of candidates: 8

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

SHMN001

IV.3.2. Previous publication concerning this procedure

no

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

Time limit for receipt of requests for documents or for accessing documents: 10.5.2013

Payable documents: no

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

10.5.2013

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

24.5.2013

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

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: As above

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: As above

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

Official name: As above

VI.5.

Date of dispatch of this notice

3.4.2013