

**United Kingdom-Ipswich: Hire of buses and coaches with driver
OJ S 105/2014 03/06/2014
Contract notice
Services**

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: University Campus Suffolk
Postal address: Waterfront Building, Neptune Quay
Town: Ipswich
Postal code: IP4 1QJ
Country: United Kingdom
Contact person: Finance Department - Procurement
For the attention of: Head of Procurement
E-mail: procurement@ucs.ac.uk
Telephone: +44 1473338350

Internet address(es):

General address of the contracting authority: <http://www.ucs.ac.uk>
Address of the buyer profile: <http://www.ucs.ac.uk>
Electronic access to information: <https://www.delta-esourcing.com/delta>
Electronic submission of tenders and requests to participate: <https://www.delta-esourcing.com/delta>

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: Official name: UCS

Postal address: Waterfront Building
Town: Ipswich
Postal code: IP4 1QJ
Country: United Kingdom
For the attention of: Head of Procurement
Internet address: <https://www.delta-esourcing.com/delta>

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

II.1. Description

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

UCS Student Coach 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

NUTS code UKH14 Suffolk

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)

Hire of buses and coaches with driver. Provision of coaches and smaller vehicles with drivers to transport UCS Health Profession students to and from UCS, Ipswich. Two routes are required one starting in Bury St Edmunds, Suffolk and the other in Great Yarmouth, Norfolk .

II.1.6. CPV code(s)

60172000 Hire of buses and coaches with driver

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: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Provision of student coach hire services between Bury St Edmunds and University Campus Suffolk (Ipswich) and between Great Yarmouth and University Campus Suffolk (Ipswich) Hire of buses and coaches with driver. The Gt Yarmouth to Ipswich and Bury St Edmunds to Ipswich routes are individual lots. Where seating requirements are below capacity of a coach and within the capacity of a smaller passenger vehicle these may be offered in place of a coach - all safety requirements of the specification will apply.

Estimated value excluding VAT:

Range: between 80 000 and 100 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Return Journey No 1 - Bury St Edmunds to Ipswich and return

1) Short description

Collection on route and carriage of students from agreed pick-up points to UCS Ipswich or Ipswich Hospital depending on teaching programme and return. Specific delivery times at Ipswich and collection times from Ipswich are detailed in the Tender Specification.

2) CPV code(s)

60172000 Hire of buses and coaches with driver

3) Quantity or scope

As described in Tender Specification.

Estimated value excluding VAT:

Range: between 40 000 and 50 000 GBP

4) Indication about different time frame or duration

Duration in months: 36 (from the award of the contract)

5) Additional information about lots

Return Journey No 2 – Great Yarmouth to Ipswich and return will form LOT 2. All as described for LOT 1.

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

30 days from receipt of correct invoice.

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

Several and Joint liability.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: As described in the Tender Specification.

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: The Authority will apply all the offences listed in Article 45(1) of Directive 2004/18/EC (implemented as Regulation 23(1) of the Public Contract Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23(2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.delta-esourcing.com/delta/project/reasonsForExclusion.html#pcr>

Candidates will be required to answer these questions as part of the qualification process. For candidates who are registered overseas, you will need to declare if you have any offences /misconduct under your own countries laws, where these laws are equivalent to the Regulation

23 lists.

Candidates who have been convicted of any of the offences under Article 45(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

Declarations in writing confirming each requirement has not been experienced must be included with the Tender documents.

III.2.2. Economic and financial ability

List and brief description of conditions: (a) Appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance;

(b) The presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established;

(c) A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

Attachment in the tender return of annual financial statements for last three years as approved by the company's auditors.

III.2.3. Technical and professional ability

List and brief description of conditions:

(b) a list of the principal deliveries effected or the main services provided in the past 3 years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given: - where the recipient was a contracting authority, in the form of certificates issued or countersigned by the competent authority, - where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator

(i) A statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract;

(j) An indication of the proportion of the contract which the services provider intends possibly to subcontract.

Evidence in writing to accompany the Tender return.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

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

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

UCS028

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: 1.8.2014 - 09:00

Payable documents: no

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

1.8.2014 - 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: 4.8.2014 - 09:00

Place:

UCS

Persons authorised to be present at the opening of tenders: no

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender. Suppliers must read through this set of instructions and follow the process to respond to this opportunity.

The information and/or documents for this opportunity are available on <https://www.delta-esourcing.com/delta>. You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password.

Please note there is a password reminder link on the homepage.

Suppliers must log in, go to your Response Manager and add the following Access Code: JW8Y48RTRY. Please ensure you follow any instruction provided to you here.

The deadline for submitting your response(s) is 01/08/2014 by 12:00 noon. Please ensure that you allow yourself plenty of time when responding to this invitation prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any technical difficulties please contact the Delta eSourcing Helpdesk on call 0845 270 7050 or email helpdesk@delta-esourcing.com.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=100595917>

GO Reference: GO-2014529-PRO-5704265

VI.4. Procedures for review

VI.4.1. Review body

Official name: University Campus Suffolk

Postal address: Waterfront Building, Neptune Quay

Town: Ipswich

Postal code: IP4 1QJ

Country: United Kingdom

E-mail: procurement@ucs.ac.uk

Telephone: +44 1473338350

Internet address: <http://www.ucs.ac.uk>

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: UCS will ensure a 10 day standstill period occurs after evaluating all tenders and deciding which tender is the preferred bidder. All tenderers that returned a bid by the closing date and time will be notified whether they have been successful or not. Disputes, grievances or other reservations about the decision must be received by UCS before the expiry of the 10 days. The award will be made following the standstill period if no objections are received within the the time period.

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

Official name: UCS

Postal address: Waterfront Building, Neptune Quay

Town: Ipswich

Postal code: IP4 1QJ

Country: United Kingdom

E-mail: procurement@ucs.ac.uk

Telephone: +44 1473338500

VI.5. Date of dispatch of this notice

29.5.2014

