

UK-Cheltenham: fleet management, repair and maintenance services

OJ S 158/2012 18/08/2012

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Cheltenham Borough Homes

Postal address: Cheltenham House, Clarence Street

Town: Cheltenham

Postal code: GL50 3JR

Country: United Kingdom

For the attention of: Charlotte Biggs

E-mail: charlotte.biggs@cheltborohomes.org

Telephone: +44 1242774971

Internet address(es):General address of the contracting authority: www.cheltborohomes.orgAddress of the buyer profile: www.delta-esourcing.com - see additional information below for details on how to take part

Electronic submission of tenders and requests to participate: see additional information below for details on completing your PQQ

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**

Body governed by public law

I.3. Main activity

Housing and community amenities

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**

Contract hire of light commercial vehicles.

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

Services

Service category No 27: Other services

NUTS code UKK13 Gloucestershire

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)

Fleet management, repair and maintenance services. Vans. Light vans. Cheltenham Borough Homes is looking to award a contract to a single supplier for the contract hire of light commercial vehicles up to 7.5 tonnes for a period of 5 years.

II.1.6. CPV code(s)

50111000 Fleet management, repair and maintenance services, 34136000 Vans, 34136100 Light vans

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: no

II.1.9. Information about variants

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Approximately 18 vans and 2 tippers will be required in 2013 with approximately a further 15 to be added to the contract on a rolling basis.
Estimated value excluding VAT: 480 000 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

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

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: 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.

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

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 minimum number 3

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

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: 16.8.2012 - 17:00

Payable documents: no

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

14.9.2012 - 17:00

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

24.9.2012

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: yes

Estimated timing for further notices to be published: August 2018.

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.

Submitting your pre qualification questionnaire.

All PQQs must be submitted by 23.59 pm on 14th September 2012.

Log In.

Please complete and submit online the Pre Qualification Questionnaire using the e-tendering software of BiP Solutions Ltd now known as Delta eSourcing via the web address: <https://www.delta-esourcing.com/delta/supplier/select.html>.

Firstly log into Delta eSourcing and access the Dashboard (screen states Welcome to Delta eSourcing). If your organisation is not already registered with Delta (as a Supplier) it will need to do so to obtain a User Name & Password. With this you will be able to log into the site and access the Dashboard after having created a company profile. From the Dashboard it is

possible to edit your Company's Profile to ensure it is accurate via the Profile Manager section. Response Manager.

To express your interest enter the Response Manager section and in the 'Respond' box insert the below 'Access Code' and then click the submit button.

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Stage 1: Overview - Check that the correct 'Response List' has been selected, namely: Contract Hire of Light Commercial Vehicles.

Click the 'Continue to Stage Two' button.

Stage 2: Prepare Response – This stage completes the Pre Qualification Questionnaire.

Work through the questionnaire using the blue 'Next' 'Previous' & 'Save' buttons and once completed press the green 'save & continue' button to progress to Stage 3. If this green button is pressed before the questionnaire has been completed simply click on the grey 'Stage 2: Prepare Response' tab to return to it.

It is a requirement to provide AT LEAST 3 REFERENCES under the contract information section of the PQQ for comparable contracts and where the referee MAY BE approached for a reference.

Stage 3: Submit Response.

Firstly review the completed questionnaire ensuring that green ticks, rather than red crosses show against each of the listed page titles.

Please be mindful that the answers given will be evaluated, see below table, it is therefore extremely important that all sections are completed and comprehensive answers given.

Click the 'Submit Response' button to submit your PQQ for evaluation.

Stage 4: Check Response Submitted.

Return to the Response Manager page and view the 'Responses' box and check that Gas (OJEU): Safety Inspections, Servicing, Responsive Repairs, & Planned Maintenance is listed under the 'Response' heading and that under the 'Submitted' heading the response 'Yes (Submitted)' shows. If anything else shows your PQQ will not be evaluated.

Should at any time you require assistance with the system please contact Delta's helpdesk on tel: 0845 270 7050 Mon – Fri. GO Reference: GO-2012815-PRO-4157956.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Cheltenham Borough Council

Postal address: Municipal Offices Promenade

Town: Cheltenham

Postal code: GL50 9SA

Country: United Kingdom

Telephone: +44 1242262626

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

15.8.2012