

United Kingdom-Swindon: Transport services (excl. Waste transport)

OJ S 245/2013 18/12/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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**I.1. Name and addresses**

Official name: UKSBS Shared Business Services

Postal address: North Star Avenue

Town: Swindon

Postal code: SN2 1FF

Country: United Kingdom

For the attention of: John Welch

E-mail: [john.welch@uksbs.co.uk](mailto:john.welch@uksbs.co.uk)

Telephone: +44 1793867305

Fax: +44 1793416175

**Internet address(es):**

General address of the contracting authority: [www.uksbs.co.uk](http://www.uksbs.co.uk)

Address of the buyer profile: [www.uksbs.co.uk](http://www.uksbs.co.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**

Body governed by public law

**I.3. Main activity**

Other: Research

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

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Science & Technology Facilities Council

Postal address: HQ OFFICE Polaris House

Town: Swindon

Postal code: SN2 1FF

Country: United Kingdom

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 hire of taxi and passenger 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

NUTS code IEZ Extra-Regio NUTS 1

**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

Number Envisaged maximum number of participants to the framework agreement: 4

**Duration of the framework agreement**

Duration in months: 36

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

Estimated value excluding VAT:

Range: between 500 000 and 5 000 000 GBP

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

UK SBS Shared Business Services Ltd as the Contracting Authority is putting in place a Framework Agreement for 4 UK regional Contractors for the provision of hire of taxi and passenger transport services for the Science & Technology Facilities Council, for all employees, visitors to and from various collection addresses and destinations.

These bodies include but are not limited to the Medical Research Council, Science and the Science and Technology Facilities Council, The Engineering and Physical Sciences Research Council, The Economic and Social Research Council, The Natural Environment Research Council, The Arts and Humanities Research Council, The Biotechnology and Biological Sciences Research Council, The UK Shared Business Services Centre Ltd, Central Government Departments and their Agencies, Non Departmental Public Bodies, NHS bodies, Local Authorities, Voluntary Sector Charities, and or other private organisations acting as managing agents or procuring on behalf of these UK bodies. (see section VI.3, Additional Information)

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

60000000 Transport services (excl. Waste transport), 60100000 Road transport services, 60120000 Taxi services, 60140000 Non-scheduled passenger 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: no

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

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

The length of the Framework Contract(s) will be for a period of 36 months from the 1st June 2014. UK SBS Shared Business Services Ltd as the Contracting Authority is putting in place a Framework Agreement for 4 UK regional Contractors for the provision of hire of taxi and passenger transport services for the Science & Technology Facilities Council, for all

employees, visitors to and from various collection addresses and destinations. These bodies include but are not limited to the Medical Research Council, Science and the Science and Technology Facilities Council, The Engineering and Physical Sciences Research Council, The Economic and Social Research Council, The Natural Environment Research Council, The Arts and Humanities Research Council, The Biotechnology and Biological Sciences Research Council, The UK SBS Shared Services Centre Ltd, Central Government Departments and their Agencies, Non Departmental Public Bodies, NHS bodies, Local Authorities, Voluntary Sector Charities, and or other private organisations acting as managing agents or procuring on behalf of these UK bodies. (see section VI.3, Additional Information)

Estimated value excluding VAT:  
Range: between 500 000 and 5 000 000 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: STFC UK REGIONAL LOT 1 RAL - TAXI & PASSENGER TRANSPORTATION

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

1.The Rutherford Appleton Laboratory  
Harwell Science and Innovation Campus  
Harwell Oxford  
Didcot  
Oxfordshire  
OX11 0QX

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

60000000 Transport services (excl. Waste transport), 60100000 Road transport services, 60120000 Taxi services, 60170000 Hire of passenger transport vehicles with driver

##### **3) Quantity or scope**

The length of the Framework Contract(s) will be for a period of 36 months from the 1st June 2014. UK SBS Shared Business Services Ltd as the Contracting Authority is putting in place a Framework Agreement for 4 UK regional Contractors for the provision of hire of taxi and passenger transport services for the Science & Technology Facilities Council, for all employees, visitors to and from various collection addresses and destinations.

These bodies include but are not limited to the Medical Research Council, Science and the Science and Technology Facilities Council, The Engineering and Physical Sciences Research Council, The Economic and Social Research Council, The Natural Environment Research Council, The Arts and Humanities Research Council, The Biotechnology and Biological Sciences Research Council, The UK SBS Shared Services Centre Ltd, Central Government Departments and their Agencies, Non Departmental Public Bodies, NHS bodies, Local Authorities, Voluntary Sector Charities, and or other private organisations acting as managing agents or procuring on behalf of these UK bodies. (see section VI.3, Additional Information)

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

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

**5) Additional information about lots**

We are seeking one contractor service provider for this  
STFC UK REGIONAL LOT 1 RAL - TAXI & PASSENGER TRANSPORTATION

Lot No: 2

Lot title: STFC UK REGIONAL LOT 2 DL - TAXI & PASSENGER TRANSPORTATION

**1) Short description**

2. The Daresbury Laboratory  
Daresbury, Warrington  
Sci-Tech Daresbury  
Daresbury  
Warrington  
Cheshire  
WA4 4AD

**2) CPV code(s)**

60000000 Transport services (excl. Waste transport), 60100000 Road transport services,  
60112000 Public road transport services, 60120000 Taxi services

**3) Quantity or scope**

The length of the Framework Contract(s) will be for a period of 36 months from the 1st June 2014. UK SBS Shared Business Services Ltd as the Contracting Authority is putting in place a Framework Agreement for 4 UK regional Contractors for the provision of hire of taxi and passenger transport services for the Science & Technology Facilities Council, for all employees, visitors to and from various collection addresses and destinations.

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

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

**5) Additional information about lots**

We are seeking one contractor service provider for this  
STFC UK REGIONAL LOT 2 DL - TAXI & PASSENGER TRANSPORTATION

Lot No: 3

Lot title: STFC UK REGIONAL LOT 3 ROE - TAXI & PASSENGER TRANSPORTATION

**1) Short description**

3. The Royal Observatory  
Blackford Hill  
Edinburgh  
EH9 3HJ

**2) CPV code(s)**

60000000 Transport services (excl. Waste transport), 60100000 Road transport services, 60120000 Taxi services, 60112000 Public road transport services

**3) Quantity or scope**

The length of the Framework Contract(s) will be for a period of months from the 1st June 2014. UK SBS Shared Business Services Ltd as the Contracting Authority is putting in place a Framework Agreement for 4 UK regional Contractors for the provision of hire of taxi and passenger transport services for the Science & Technology Facilities Council, for all employees, visitors to and from various collection addresses and destinations.

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

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

**5) Additional information about lots**

We are seeking one contractor service provider for this  
STFC UK REGIONAL LOT 3 ROE - TAXI & PASSENGER TRANSPORTATION

Lot No: 4

Lot title: STFC UK REGIONAL LOT 4 STFC HQ POLARIS - TAXI & PASSENGER TRANSPORTATION

**1) Short description**

4. Science & Technology Facilities Council  
Council Head Quarters  
Polaris House  
Swindon  
Wiltshire  
SN2 1FF

**2) CPV code(s)**

60000000 Transport services (excl. Waste transport), 60100000 Road transport services, 60120000 Taxi services, 60112000 Public road transport services

**3) Quantity or scope**

The length of the Framework Contract(s) will be for a period of 36 months from the 1st June 2014. UK SBS Shared Business Services Ltd as the Contracting Authority is putting in place a Framework Agreement for 4 UK regional Contractors for the provision of hire of taxi and passenger transport services for the Science & Technology Facilities Council, for all employees, visitors to and from various collection addresses and destinations.

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Authorities, Voluntary Sector Charities, and or other private organisations acting as managing agents or procuring on behalf of these UK bodies. (see section VI.3, Additional Information)

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

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

**5) Additional information about lots**

We are seeking one contractor service provider for this  
STFC UK REGIONAL LOT 4 STFC HQ POLARIS HOUSE - TAXI & PASSENGER  
TRANSPORTATION

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

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

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

See Request for Information (RFI) Document, and Request For Quotation Documents (RFQ).

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

All Bids are to be priced in sterling in accordance with the Offer Schedule Tables Excel Spreadsheet found in the RFQ.

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

Joint and several liability required.

**III.1.4. Contract performance conditions**

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

Description of particular conditions: The government has set out the need for greater transparency across its operations to enable the public to hold public bodies and politicians to account. This includes commitments relating to public expenditure, intended to help achieve better value for money.

As part of the transparency agenda, government has made the following commitments with regard to procurement and contracting:

All new central government ICT contracts over the value of GBP 10,000 to be published in full online from July 2010

All new central government sourcing documents for contracts over GBP10,000 to be published on a single website from September 2010, with this information to be made available to the public free of charge.

New items of central government spending over GBP 25,000 to be published online from November 2010.

All new central government contracts to be published in full from January 2011.

Suppliers and those organisations looking to bid for public sector contracts should be aware that if they are awarded a new government contract, the resulting contract between the supplier and government will be published. In some circumstances, limited redactions will be made to some contracts before they are published in order to comply with existing law and for the protection of national security.

Service providers must clearly demonstrate recent successful experience in similar projects and environments. Potential suppliers will be excluded if one of the following applies, the supplier is in a state of bankruptcy, insolvency, compulsory winding up, administration, receivership, composition with creditors or any analogous state, or subject to relevant

proceedings, has been convicted of a criminal offence related to the business of professional misconduct, has committed an act of grave misconduct in the course of business, has not fulfilled obligations relating to the payment of taxes, is guilty of serious misrepresentation in supplying information required by the authority, is not in the possession of a licence or not a member of the appropriate trade or other organisation where the law requires it.

### **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: To be detailed in the Request For Information Questionnaire (RFI). Participating suppliers are also expected to have in place necessary insurances. Expressions of Interest must include the return of a satisfactory RFI which will be supplied. This Contract Notice is to alert interested suppliers of the start of a competitive process and the UK SBS Ltd is following the detailed rules and procedures set out in directive 2004/18/EC. All bidding companies and bidders must hold a Local Authority Operators Licence evidence must be provided with RFI submission. Copies of all operators driver(s) licences must be return enclosed with RFI submission.

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

List and brief description of conditions: Request for Information Questionnaire as above. Turnover figures and copies of audited accounts will be requested. Reports from credit bureaux references will be sought in due course.

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

List and brief description of conditions:

Bidders must demonstrate that they have the resources, knowledge and capability to undertake the work employing appropriately skilled full licenced staff. They must be able to confirm experience of performing similar taxi and people transportation services.

#### **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**

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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**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

## **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**

PS130233

### **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: 3.2.2014 - 12:00

Payable documents: no

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

4.2.2014 - 12:00

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

13.12.2013

### **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**

Duration in months: 12 (from the date stated for receipt of tender)

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

Date: 4.2.2014 - 14:00

Place:

UK SBS LTD Swindon.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Authorised Officers of the Organisation.

## **Section VI: Complementary information**

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### **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**

UKSBS Ltd as the Contracting Authority is putting in place a contract for the provision of:

Detailed on the UK Shared Business Services Ltd website is a list of all organisations, Institutes, Centres and Bodies (Authorised Entities) that may use any appropriately advertised Contract let by the UK Shared Business Services Ltd. The full list can be accessed from the following link

<http://www.sbs.co.uk/procure/contracts/Pages/default.aspx>

To respond to this Notice and register an initial "Expression of Interest" please email [john.welch@sbs.co.uk](mailto:john.welch@sbs.co.uk)

**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**

16.12.2013