

United Kingdom-Paisley: Taxi services
OJ S 241/2018 14/12/2018
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: West College Scotland

Postal address: Renfrew Road

Town: Paisley

NUTS code: UKM Scotland

Postal code: PA3 4DR

Country: United Kingdom

E-mail: procurement@wcs.ac.uk

Telephone: +44 3006006060

Internet address(es):

Main address: <http://www.westcollegescotland.ac.uk>

Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00465

I.2. Information about joint procurement

The contract is awarded by a central purchasing body

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Provision of Taxi Services

Reference number: WCS 18/111

II.1.2. Main CPV code

60120000 Taxi services

II.1.3. Type of contract

Services

II.1.4. Short description

This tender is for the provision of taxi services within Greenock, Paisley, Clydebank and surrounding areas, covering the 4 campuses of West Colleges SCOTLAND (WCS) for the transportation of staff, students and members of the public.

II.1.5. Estimated total value

Value excluding VAT: 340 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes
Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Paisley Campus and Associated Areas
Lot No: 2

II.2.2. Additional CPV code(s)

60120000 Taxi services

II.2.3. Place of performance

NUTS code: UKM Scotland
Main site or place of performance: Paisley and surrounding areas.

II.2.4. Description of the procurement

A taxi service is required for, but not limited to, students and staff travelling to and from the Paisley Campus and associated journeys.

II.2.5. Award criteria

Criteria below
Quality criterion - Name: Technical / Weighting: 30
Price - Weighting: 70

II.2.6. Estimated value

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48
This contract is subject to renewal: yes
Description of renewals:
The contract will be for a maximum period of 4 years. The initial period of the Contract will run for 2 years from the start date with an option to extend for up to a further 2 years subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of the college.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13.

Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Clydebank Campus and Associated Areas
Lot No: 1

II.2.2. Additional CPV code(s)

60120000 Taxi services

II.2.3. Place of performance

NUTS code: UKM Scotland

Main site or place of performance: Clydebank and surrounding areas.

II.2.4. Description of the procurement

A taxi service is required for, but not limited to, students and staff travelling to and from the Clydebank Campus and associated journeys.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6. Estimated value

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The contract will be for a maximum period of 4 years. The initial period of the Contract will run for 2 years from the start date with an option to extend for up to a further 2 years subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of the college.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Greenock Finnart Street Campus, Waterfront Campus and Associated Areas

Lot No: 3

II.2.2. Additional CPV code(s)

60120000 Taxi services

II.2.3. Place of performance

NUTS code: UKM Scotland

Main site or place of performance: Greenock and surrounding areas.

II.2.4. Description of the procurement

A taxi service is required for, but not limited to, students and staff travelling to and from the Finnart Street and Waterfront Campuses and associated journeys.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6. Estimated value

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The contract will be for a maximum period of 4 years. The initial period of the Contract will run for 2 years from the start date with an option to extend for up to a further 2 years subject to satisfactory operation and performance. Any period of extension will be at the sole discretion of the college.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Driver licence requirements (please refer to 2.10 of the Tender Specification Document):

All drivers shall be in possession of a current driver's licence issued by the DVLA.

All drivers shall be in possession of a current and valid taxi licence/private hire car driver licence and must not be under suspension.

Before undertaking delivery of the services, drivers will be a member of the Disclosure SCOTLAND — Protecting Vulnerable Groups (PVG) scheme.

Driver service requirements (please refer to 2.10 of the Tender Specification Document):
The College may have the requirement for escorts to be provided for some journeys. Where this is the case then the escorts provided must have enhanced membership of Disclosure SCOTLAND — Protecting Vulnerable Groups (PVG) scheme.

Licence requirements — (Please refer to 2.5 of the Tender Specification Document):
The Contractor must ensure that all drivers and their vehicles are licensed by the appropriate local authority to operate a taxi service.

It will be a condition of award of the Contract that the Contractor has the appropriate licences in place and that all drivers have held an appropriate DVLA Driver's Licence for a minimum of 12 months.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

The Contractor shall, throughout the period of this Agreement, maintain such insurance as is necessary to cover the liability of the Contractor and any authorised sub-contractors in respect of accidents, injury or damage to the persons or property of the College, College employees or third parties.

As in Question 4B.5 of the ESPD.

Minimum level(s) of standards possibly required:

The minimum insurance requirements are as follows:

- employers (compulsory) liability insurance 5 000 000 GBP,
- public liability insurance 5 000 000 GBP,
- commercial motor insurance as required under UK law.

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

III.2. Conditions related to the contract

III.2.3. 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

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

IV.2. Administrative information

IV.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2018/S 160-366793](#)

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 18/01/2019 Local time: 12:00

IV.2.3.

Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4. Languages in which tenders or requests to participate may be submitted

English

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 18/01/2019 Local time: 12:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

The ESPD forms the Qualification Envelope for this tender.

ESPD Question 2.C.1 Reliance on the capacities of other entities:

Bidders are required to complete a full ESPD for each of the entities whose capacity they rely upon.

ESPD Question 2.D.1 Subcontractors on whose capacity the bidder does not rely:

Bidders are required to complete a shortened version of the ESPD for each subcontractor on whose capacity the bidder does not rely on.

Exclusion Criteria:

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (SCOTLAND) Regulations 2015.

ESPD Questions 3A – 3C have been identified as mandatory exclusion grounds and ESPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a Pass/Fail basis. For the mandatory exclusion grounds a bid will be excluded where the bidder fails to provide either a positive response or to provide details to the satisfaction of the College of the self cleansing measures undertaken.

Vehicle Requirements — (Please refer to 2.6 of the Tender Specification Document):

All vehicles will be appropriately maintained and be kept safe, clean and presentable and will be appropriately registered and insured. Drivers will conduct themselves in an appropriate manner at all times whilst delivering this service and will observe the requirements of the Road Traffic Act 1988 and The Highway Code, and within the appropriate Councils Taxi Licensing Conditions document. All vehicles, where applicable, shall have the following:

- a valid MOT Test Certificate,
- a current taxi or private hire car licence,
- a valid certificate of motor insurance, which should be appropriate to carry out the services,
- child locks fitted which are operational,
- a complete set of seat belts as per the manufacturer's specifications for that particular vehicle.

All vehicles shall carry:

- a fire extinguisher that is of a type approved by the licensing authority and is serviced, inspected and maintained in accordance with manufacturer guidelines. The driver shall be familiar with the use of the fire extinguisher,
- a medium sized first aid kit that complies with BS8559-2,
- a body fluid spill kit.

Wheelchair accessible vehicles:

These shall be constructed or adapted to permit easy access to, and egress from the vehicle, for wheelchair users and other passengers/escorts, with mobility impairments, and shall have appropriate means of securing wheelchairs whilst the vehicle is in transit.

For the discretionary exclusion grounds a bid may be excluded where the bidder fails to provide either a positive response or if the College is not satisfied as to the self cleansing measures undertaken.

Freedom of Information Act — Information on the FOI Act is contained in Information and Instructions document of the ITT. Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI certificate (NB: the College does not bind itself to withhold this information).

Non Collusion — Applicants will be required to complete the Non Collusion certificate.

The buyer is using PCS-Tender to conduct this ITT exercise. The project code is 11653. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

The buyer is using PCS-Tender to conduct this ITT exercise. The project code is 11653. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

Description of the community benefits requested relating to this contract are included in the I.T. T. Documentation.

(SC Ref: 567126).

VI.4. Procedures for review

VI.4.1. Review body

Official name: West College Scotland

Postal address: Renfrew Road

Town: Paisley

Postal code: PA3 4DR

Country: United Kingdom

Telephone: +44 3006006060

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

VI.5. Date of dispatch of this notice

11/12/2018