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| **Expression of Interest** |
| **Contract Reference** |
| **TSW2621** |
| **Contract Title** |
| **Asset Management System for SWISCo Services** |

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**The Expression of Interest Documents can be made available in other formats. For further information please submit your request through the messaging facility on the Supplying the South West e-Tendering Portal**

# Procurement Information

* 1. Procurement Procedure

Torbay Council is intending to undertake a Procurement process following the Open/Restricted Procedure as outlined within the Directive (2014/24/EU) and implemented in the United Kingdom by The Public Contracts Regulations 2015 (SI 2015/102). The Council may alternatively elect to call-off from an appropriate public framework such as G-Cloud 12.

This Expression of Interest is intended to engage with the market before undertaking a formal procurement process in order to confirm whether the system we seek is available and affordable.

We are seeking expressions of interest from interested Suppliers capable of meeting the Council’s needs. A high-level specification can be found at section 2 of this document.

* 1. Draft Procurement Timetable

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| **Procurement Stage** | **Dates** |
| Issue Expression of Interest | 17/05/2021 |
| Deadline for Submission of Expressions of Interest | 03/06/2021 at 12:00 noon |
| Estimated Tender Publication | Early July 2021 |
| Anticipated Contract Commencement | 01/10/2021 |

Please note: This draft timetable for the Procurement is indicative at this stage and may be subject to change.

* 1. Procurement Process

The Procurement will be undertaken through the Council’s e-tendering portal ProContract ([www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)).

Details on how to register on ProContract can be found in Appendix A ProContract User Guide.

# High Level Specification

The SWISCo is seeking to purchase:

A holistic Asset Management System to manage all aspects of the services that SWISCo provides. (Commercial Waste would be considered for standalone solution). The system will be used for Scheduling work, inspections, maintenance, works orders using mobile/desktop technology. The services is not limited to but includes:

* Waste and Recycling – Municipal Waste and Recycling
  + Round Optimisation – Map rounds for efficiency
  + In-Cab Round routes – using software on Tablet/Smartphone
  + Desktop solution for recording, managing all aspects of the Waste Services including customer calls, missed bins, resource management.
* Street Cleansing
  + Asset Management, inspections, maintenance and works orders across all aspects of street cleansing, from litter bins, litter picking, reactive works, road sweeping, fly tipping etc
  + Route Planning
* Highway Services
  + Reactive & Planned maintenance
  + Works order management & resource allocation
  + Highways Asset Management, including life cycle planning
  + Route Planning
  + Integrates with Street Manager
  + Drainage/Gullies
  + Public Rights of Way
* Trees
  + Maintenance, Inspection and management of tree stock
  + Trees as an asset, using risk based approach
* Playgrounds
  + Maintenance, inspection and management of Playgrounds and all related assets
* Parks
  + Maintenance, inspection and management of parks and all related assets
* Grounds Maintenance
  + Work scheduling
  + Route mapping
  + Maintenance, inspections and management of all aspects of Grounds Maintenance and Grass Cutting and all related assets
* Commercial Waste
  + Round Optimisation – Map rounds for efficiency
  + In-Cab Round routes – using software on Tablet/Smartphone
  + Desktop solution for recording, managing all aspects of the Commercial Waste Services including customer calls, missed bins, resource management.
  + Duty of Care
  + Integration into Financial Management System
  + Contract sign up
  + Green Waste/Bulky Waste
* System will need to integrate with CRM system
* APIs for additional integration.
* Reporting tools and export or integrated with Power BI
* Sub-contractor access via portal or direct.
* Management of access through robust Permissions

# Expression of Interest

Suppliers are required to complete and return Appendix B Expression of Interest.

Expression of Interest forms must be returned through the messaging facility on the ProContract e-tendering portal ([www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)) or by email to [procurement.team@torbay.gov.uk](mailto:procurement.team@torbay.gov.uk) by 12:00 Noon on 3 June 2021.