

Bath & North East Somerset Council

Public Transport

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Date: 5th July 2018

Our ref:

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To:

Potential bidders for Public Transport supported services

Dear Sir/Madam

INVITATION TO TENDER - CONTRACTS FOR SUPPORTED BUS SERVICES

I am writing to invite you to bid for the following tenders:

12 – Bathampton to Haycombe Cemetery

FA19 Monday to Friday

SA19 Monday to Saturday

663/4/5 – Keynsham Local Service

FA19 Monday to Friday

SA19 Monday to Saturday

This invitation to tender includes the following materials:

- This covering letter
- Instructions for bidders
- A Submission & Pricing Schedule to be submitted by the bidder
- The standard form of Contract
- Schedules specifying the timings, routing, fares, and other conditions associated with each service to be contracted
- Historical patronage and revenue data for services
- Survey data for service 665

This information is provided on the basis that all recipients will keep the information confidential, and not divulge the contents to any third party without the written authority of the Council.

The deadline for submission of tenders is **12:00hrs on Monday 23rd July 2018** with contracts to be awarded in July 2018 for the services to commence on 1st September 2018.

Bids must be submitted via our portal www.supplyingthesouthwest.org.uk.

The attention of bidders is drawn to the following details.

West of England Combined Authority (WECA)

Bath & North East Somerset Council is acting on behalf of WECA as Transport Authority with responsibility for securing socially desirable services where these are judged necessary. At some point WECA may become the formal contract holder and contracts would transfer to WECA.

Vehicle Requirements

In view of the short term nature of the contracts the Council is not requiring specific emission standards for vehicles. Bidders are requested, however, to include emission standard information in their submissions. Contracts in all cases require low floor PSVAR 2000 compliant vehicles to be operated for the duration of the contract. The maximum age of vehicle is stated in the schedule for the service.

Fares

For tendered services the fares charged are set by the Council, and adjusted annually, or linked to the level of prevailing commercial fares on the route where the supported service provides an enhancement to that service. The arrangements are detailed separately for each service in the Schedules.

Nature of Contract

The Council requires that bidders submit tenders on a net subsidy basis for all contracts. On a net subsidy basis the Council will make an annual payment to the operator, and the operator will then retain all revenue collected on or attributed to the services.

The form of Contract published with this ITT will apply, including the details of the services as set out in the Schedules. The final contract between the Operator and the Council will include one or more Schedules relating to individual services.

Variation to Specifications

Bidders are very welcome to offer different prices for such different specifications as they may wish the Council to consider on either of the services listed above.

If a bidder does wish to propose alternative specifications, including but not limited to timetables, operating times, or fare structures; they should clearly annotate the Pricing Schedule (Option C) to make it clear that an alternative specification is proposed.

Indexation

The tender price submitted must be the annual sum required at September 2018 prices.

Bus Service Operators Grant

Bus Service Operators Grant cannot be claimed by operators in respect of tendered services. Prices submitted should therefore reflect the full cost of fuel used on the services.

Patronage and Revenue data

The patronage and revenue data provided is derived from the information available to the Council. In some cases this data may be incomplete, and may contain errors, and the Council provides no warranty as to the accuracy or completeness of this data. Any assumptions regarding patronage and revenue that are made by bidders must be made entirely at their own risk and responsibility.

The Council has also made available summaries of survey data obtained from service 665. This report was obtained by observation of passengers and it should not be assumed that the record is representative of passenger behaviour on any other days than the survey date.

Please note that the historic data supplied may not reflect the position in the future. Bidders should make their own assessments of revenue and patronage for any bid submitted on a net subsidy basis.

Staff

The transfer of services between operators may affect employees, and bidders will be responsible for any TUPE obligations that arise in respect of a change of contract from the existing operator.

Tender award

The Council does not bind itself to accept the lowest or any tender and reserves the right to accept any tender in whole or in part. The fact that prices are requested for different options for services does not imply that any option or service specification will be contracted for by the Council. The Council shall determine whether to accept a tender or which if any of several tenders to accept solely by reference to what in its view is the most effective and economic application of the funds at its disposal for the payment of service subsidies.

Where bidders have any enquiries arising from the contract documents which may have a bearing on the offer to be made these must be submitted via our portal (as above). Responses to questions may be viewed by other potential bidders.

The Council reserves the right to clarify and confirm details of the proposals submitted by any bidder without prejudice to the decision to award contracts.

Yours faithfully

Jon King
Public Transport Officer