

TENDER NO. PT1902 – SUPPORTED BUS SERVICES

Instructions to Bidders

1. Submission of Tenders
 - 1.1 Tenders must be submitted using the portal www.supplyingthesouthwest.org.uk
 - 1.2 Bidders must submit the completed 1902 Submission & Pricing Schedule through the portal. Bids will not be considered in any other form. Bidders may upload additional schedules or specifications if required.
 - 1.3 Bidders must submit a copy of their latest set of audited annual accounts with the tender submission.
 - 1.4 The deadline for bids to be considered is **12 noon on Friday 12th July 2019**. Bids submitted before that time may be amended by the bidder and resubmitted, but cannot be accessed by the Council.
 - 1.5 Tenders must not be qualified and must be submitted strictly in accordance with the tender documents. Tenders must not be accompanied by statements that could be construed as rendering the tender equivocal and/or placing it on a different footing from other tenders. The Council's decision on whether or not a tender is acceptable will be final and the tenderer concerned will not be consulted.
2. Contract Price
 - 2.1. The Tenderer is required to provide a price for each Service they wish to bid for, and for any options specified in relation to that Service. The Contract Prices provided shall be:-
 - (i) the Tenderer's estimate of the cost (at November 2019 prices) of providing the service, taking no regard of revenue which will be allocated directly to the Council (Gross Cost Contract);
 - (ii) the Tenderer's estimate of the net deficit (at November 2019 prices) of providing the service, calculated by estimating the costs of operating the service and subtracting the revenue from passenger fares, off bus ticketing and concessionary fare schemes (Net Subsidy Contract).

- 2.2 The contract prices given by the Tenderer shall be expressed as an annual sum and shall be used as the basis for pro rata payments until the 31st March 2020. Variations will be made with effect from each 1st April thereafter for the duration of the contract in accordance with Schedule D.
- 2.3 The Tenderer should note that Bus Service Operators' Grant may not be claimed from the DfT in respect of the contracted services.
- 2.4 Contractors must participate in the English National Concessionary Travel Scheme; and must participate in any multi-modal or multi-operator ticket scheme in operation relating to the service, including but not limited to the AvonRider, BathRider, BristolRider, Freedom Travelpass, and Plusbus schemes. Note that membership of the West of England Bus Operators Association (WEBOA) is essential to participate in the multi-operator Rider ticket schemes detailed above.
- 2.5. The intended term of the contract for each job within this tender is indicated in the Schedules, and is subject to clause 16 of the Conditions of Contract.
- 2.6. In respect of Service 179, the operator may be required to pay departure charges for the use of Bath Bus Station (see link for more details):
https://www.firstgroup.com/uploads/node_images/bristol-bath-and-west/Bath_Bus_Stn_Conditions_of_Use.pdf
- 2.7 In respect of Service 179, Tenderers should bear in mind that there is a strong desire in the communities it serves to create a local "identity" or branding for the service as a way of encouraging growth in patronage. The Council will work with the successful Tenderer to realise this aspiration.

3. Variations to Tenders and Optional Tenders

- 3.1 The Council will be prepared to consider tenders including variations to the timetable or route of the published Service specification. Tenderers wishing to vary a specification in this way must provide full details of the alternative specification and submit the price for this variation on the Pricing Schedule
- 3.2. In addition the Council will also be prepared to consider optional tenders in the categories below.

The possible options are:-

Option A - Tenderers may wish to tender for more jobs than they are able to operate. They should indicate clearly on the sheet headed 'Option A' the maximum number of jobs they are prepared to operate.

Option B - Tenderers may see opportunities for providing better value for public money by grouping jobs within the tender. They should indicate clearly on the sheet headed 'Option B' how they would propose to group a number of jobs.

Tenderers must also tender separately for the basic specification for each Contracted Service in the event that the Council does not wish to accept the

options. A separate sheet should be used for each grouping of Contracted Services.

Option C - Operators of registered services may see an opportunity for meeting a particular Contract Service specification and providing better value for public money by integrating it with a registered service. They should indicate clearly on the sheet headed 'Option C' how they would achieve this including any required amendments to the registered services.

Options A, B and C above may also apply to variations to specifications submitted in accordance with 3.1 above. In this event, tenderers must also tender for the basic specification for each Contracted Service in the event that the Council does not wish to accept the options.

4. Vehicle Emission Standards

Tenderers should that note the Bath Clean Air Zone is anticipated to come into use on 1 January 2021, this contract will end before that start date. The schedules do not specify minimum standards for emissions by vehicles to be used on this service. The Council is, however, collecting data on the vehicles used on the services. To this end a separate column is provided on the pricing schedule for operators to complete with their best available information on the likely standard of the vehicle(s) that are to be used on the services. The definition used should be in terms of Euro Standard that the vehicle will meet. Details are set out at:

<https://www.dieselnet.com/standards/eu/hd.php>.

5. The Tenderers' Commitments

- 5.1. The Council reserves the right to make changes of a drafting nature to the Contract Documentation. Such changes shall be accepted by the Tenderer without reservation.