**Season Tickets 2024-25 (BB4 Further Competition)**

Tender Form – Part B

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| **SUPPLIER DETAILS** | | | |
| Please state the full name of the organisation submitting this Bid: | | | |
|  | | | |
| To the best of your knowledge, does any director or senior officer of your organisation have any personal or financial connection with any member or employee of the Leicestershire County Council? | | | Yes  No |
| If yes, please provide details: | | | |
| **PASS / FAIL Criteria**  *Failure to meet any of the below will result in your tender being rejected.* | | | |
| Please self-certify that you continue to meet all the mandatory requirements for BB4 DPS, including but not limited to, any relevant licences required to operate services under this contract?  *Note: Evidence may be requested.* | | Yes  No, explanation (optional): | |
|  | |
| We/I have read and confirm that we/I comply with all elements of the requirement and specification as outlined in section ***2. Services Required*** of this Further Competition document. | | Yes  No, explanation (optional): | |
|  | |
| **SUPPORTING DOCUMENTS (Pass/Fail)**  In addition to Tender Form – Part A (Excel), have you provided the following? | | | |
| Proposed timetable(s) for all the routes quoted for | Yes, provide file name: | | |
|  | | |
| No, explanation (optional): | | |
|  | | |
| Letter(s) of school support for all School routes quoted for (i.e. Supplier is not currently provided Services/Routes to the School) | Yes, provide file name: | | |
|  | | |
| No, explanation (optional): | | |
|  | | |

Tenderers are required to respond to all of the quality questions below. Questions should be answered in full and should not refer to other documents or appendices.

For each method statement, there is a maximum word limit of approximately 600 words. Please adjust as necessary the size of the ‘response’ box to accommodate your response

When answering the quality questions Tenderers must make sure that they answer what is being asked. Anything that is not directly relevant to the particular question should not be included, but wherever possible Tenderers should demonstrate how they will go further than what is being asked for, to add value.

Tenderers should also make sure that their answers inform not just what they will do, but how they will do it, and what their proposed timescales are (as relevant). It is useful to give examples or provide evidence to support your responses.

Each quality method statement will be evaluated individually, one by one in order. When scoring each statement, no consideration is given to information included in other answers so please do not cross reference to responses or information provided elsewhere in your Tender submission.

| **Quality Questions –**  Note the Quality Questions make up 40% of the overall marks available. In the event whereby two or more bidders submit a tender for the same route, the score awarded for this question will be added to the score awarded for pricing (out of 60%) to the determine an overall score (out of 100%). The bidder with the highest overall score will be deemed to be offering the best overall value. | |
| --- | --- |
| 1. | **Customer Service**  Please detail how you will provide excellent customer service to passengers, parents, and Leicestershire County Council (LCC).  (Weighting 5) |
| Response: |
| 2. | **Sustainability**  Please detail how you do or could support the sustainability of the wider transport infrastructure in Leicestershire for non-eligible pupils.  (Weighting 5) |
| Response: |
| 3. | **Flexibility and Growth**  Please outline how you intend to support Leicestershire County Council with additional growth throughout the school year, for example by ensuring sufficient capacity for all eligible students following the initial award and having sufficient routes/flexibility to accommodate eligible students not included in the initial data set or award.  (Weighting 5) |
| Response: |
| 4. | **Social Value**  Please detail how as part of this contract you will add social value to your local community outside of your commercial interests  (Weighting 2) |
| Response: |
| 5. | **Net Zero/ Carbon Strategy**  Please detail how you can contribute to Leicestershire County Council’s Net Zero Leicestershire Strategy, to deliver low-carbon, affordable transport choices to all as part of this contract.  (Weighting 3) |
| Response: |

**DECLARATION**

We/I, the undersigned, hereby declare that:

1. agree that this bid is submitted on the basis that the offer herein contained shall remain in force without variation for a period of six months from receipt of this bid.
2. understand that the Council is not bound to accept the lowest or any bid they may receive nor to pay any expense incurred by us in connection with the preparation and submission of this bid.
3. declare that we are not a party to a cartel involving or including any commercial or other arrangement between individuals and/or corporations which is intended to or organised so as to share or control marketing arrangements or prices.
4. declare that we have not offered to pay or give or agree to pay any sum of money or valuable consideration directly or indirectly to any person nor entered into any agreement or arrangement with any person that he/she shall refrain from bidding or as to the amount of any bid to be submitted.
5. undertake not to disclose the amount of our bid to any person or body before the date and time for the opening of the bid except where the disclosure, in confidence, of the approximate amount of the bid is necessary to obtain insurance premium quotations required for the preparation of the quote.
6. agree that we have satisfied ourselves before submitting this bid as to the correctness and sufficiency of the rates quoted.
7. understand that Council may reject this bid in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

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| **Contact details and Declaration**  *By completing this declaration, you are agreeing with the statements above.* | |
| Name |  |
| Job Title |  |
| On behalf of (company name) |  |
| Phone number |  |
| E-mail address |  |
| Postal address |  |
| Signature (electronic is acceptable) |  |
| Date | Click or tap to enter a date. |

Please ensure that as part of your bid you submit both Tender Form Part A (Excel) and Tender Form Part B (this document) together with Supporting Documents. Upload and submission must be completed via the e-tendering portal **before** the deadline set. **Responses submitted late or via any other means will not be accepted**.