Introduction and background

Swindon Borough Council has previously commissioned/contracted for the lighting connections services and lighting services (such as replacing columns, undertaking night scouting services) separately and is considering commissioning these services under one contract.

In the embedded document are draft specifications for each service. SBC are very grateful for your responses to the following questions:

1. Is contracting for these services together likely to save money and time?

2. What potential savings are there in the different cost categories e.g. price

reduction, cost avoidance, invest to save?

3. In what way can the specification help to reduce future demand on Council

services?

4. Given that we can give no accurate forecasts/ assurances regarding volumes does this deter you from tendering?

5. What industry standard pricing index do you feel is best suited to the proposed

goods/services to calculate any pricing alterations and why ( eg RPI/CPI)?

6. What is your experience and approach to contracts with mandatory cost reduction

clauses over the life of the tender? E.g. reduce cost by 5% year on year

7. What are the key risks when tendering this type of service?

8. How can the Council mitigate any risks?

9. What key terms relating to warranties/liabilities/insurance are you prepared to

accept?

10. Do contract opportunities with TUPE implications affect your decision to tender, if

yes, why?

11. What is the preferred Payment mechanism for this type of contract (e.g. monthly in

arrears)? What other payment options could be used and what are the benefits?

12. Are they any Intellectual Property issues that may arise?

13. Are there Data Protection issues to consider?

14. Are there any other key contract terms that may impact your decision to bid?

15. Are there any key timescale dependencies with the goods or services that we

should be aware of? E.g. lead times, response times

16. How long do you need to respond to a tender of this complexity from gaining

access to the tender documents?

17. Is there an optimum time of year to tender this service to ensure competition?

18. How much time should the Council allow suppliers for mobilisation between

contract award and contract start date?

19. What do you feel is the optimum contract length in your view and why?

20. How do you feel we should structure the tender to maximise competition and value

for the Council? (e.g. separate Lots for different elements)

21. What ‘Social value’ considerations could be delivered with these services? (E.g.

supporting the local economy, long term unemployed) and how would this impact

the price?

22. Will you deliver all of the services/works directly? If no what elements would you

sub contract and why?

23 What Key Performance Indicators do you feel the Council should measure, with

particular regard to outcomes?

24. What price / quality evaluation criteria split (%) do you feel should be applied to any

future tender and why?

25. What common industry standards could be applied to the specification?