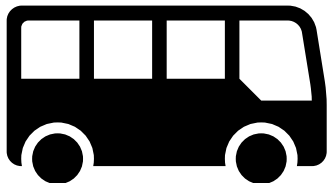




Leicestershire  
County Council

# BB4 Supplier Engagement Event

Large Vehicle Passenger Transport



16<sup>th</sup> March 2023

# Agenda

1. Introductions & Housekeeping (LM)
2. Service Overview (SH/LM)
3. Procurement Process (IS)
4. Q&A (All)

# Service Overview & Requirements

# THE SERVICE

- ▶ Leicestershire County Council have a statutory duty to provide mainstream, SEN and social care assisted transport where eligible under our policies.
- ▶ The Council commissions a range of Services to meet its needs of providing assisted transport to over 7,000 passengers each year, including use of its own fleet and contracted buses, taxis, drivers and escorts.
- ▶ The Council tenders and awards contracts under two DPS (Dynamic Purchasing Systems):
  - ▶ BB4 (Large Vehicle DPS - 9 or more passenger seats)
  - ▶ SV5 (Small Vehicle DPS - up to and including 8 passenger seats)
- ▶ Further information can be found on <https://resources.leicestershire.gov.uk/>.
- ▶ The Council are encouraging both new and existing Suppliers to provide services in and around Leicestershire.

# PIPELINE

Description	Estimated Procurement Issue Date	Procurement Route
DRT services	TBC	SV5 DPS
SEN Transport provision with private market providers for 2023-24 academic year	Apr-Aug 23	SV5 DPS
Mainstream Transport provision with private market providers for 2023-24 academic year	Apr-23	BB4 and SV5 DPS
Season Ticket agreements for mainstream students with private market providers for 2023-24 academic year	Mar-23	BB4 DPS
Social Care Transport provision with private market providers for 2023-24 financial year	rolling programme of contract reviews	SV5 DPS

Indicative Only - All dates subject to change.

# SEASON TICKETS

## - Background Information

- ▶ There are many benefits to the Council, Suppliers and Customers in procuring Services through the Season Ticket arrangements.
- ▶ The Council recognises that the Season Ticket Arrangements are not just an important part of delivery the Council's services, but also the wider School/College and local transport network.
- ▶ The Council is aware that Suppliers will want information about expected Services to be procured, and whilst we cannot at this stage guarantee this information to be complete, following this event information will be published to all to support early planning.
- ▶ This year, we are publishing all tenders and awards through our ProContract system and have made changes to our documentation to be more transparent and clear about how we procure Season Ticket Services.

# Procurement Process

Izabela Skowronek

- ▶ New operators can join at any point during the term subject to satisfying the minimum criteria
- ▶ Existing DPS operators **must not** apply again
- ▶ Once you have been successful, you are eligible to participate in competitions (quote for work)
- ▶ If unsuccessful, you will be notified and feedback will be provided. You can apply again in the future if you believe you meet the minimum criteria and can demonstrate it.

## BB4 Dynamic Purchasing System (DPS)



# How to apply to be added onto DPS?

(operators new to DPS only)

- ▶ Dynamic Purchasing System for Large Vehicle Passenger Transport Services (BB4) covering Mainstream, Special Education Needs and Social Care transport (excluding Local Bus Services)  
<https://procontract.due-north.com/Advert?advertId=dd561c36-dda4-ea11-8103-005056b64545&p=527b4bbd-5c58-e511-80ef-000c29c9ba21>
- ▶ Register for free & complete a questionnaire online
- ▶ Further guidance: ***DPS Information and Instructions(BB4) - June 2020 v1.0***

# Novation of your contract

(current DPS operators)

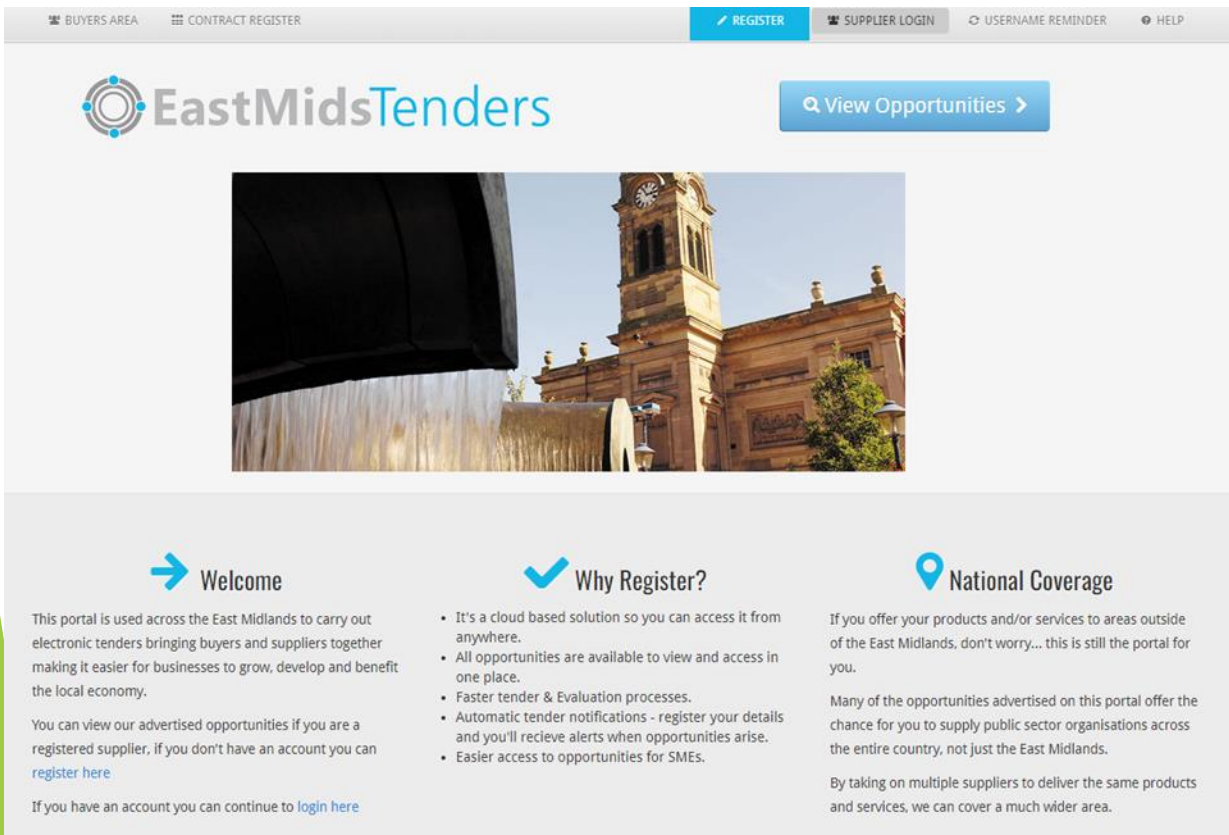
- ▶ If you are currently contracted by the Council you must not pass your business onto another party without prior written concern of the Council.
- ▶ E.g. If you open a new company (new legal entity) you must either apply to be added onto DPS or request a formal novation of existing contracts.

*(...) neither party shall be entitled to assign, novate or otherwise dispose of any or all of its rights and obligations under this Agreement without the prior written consent of the other party; neither may the Supplier subcontract the whole or any part of its obligations under this Agreement except with the express prior written consent of the Authority.*

- ▶ Always contact the Council as soon as possible if the above circumstances apply to you.
- ▶ The Council cannot accept services from an operator that is not party the DPS or otherwise contracted by the Council.

# Use of the portal

<https://www.eastmidstenders.org/>



**Welcome**

This portal is used across the East Midlands to carry out electronic tenders bringing buyers and suppliers together making it easier for businesses to grow, develop and benefit the local economy.

You can view our advertised opportunities if you are a registered supplier, if you don't have an account you can [register here](#)

If you have an account you can continue to [login here](#)

**Why Register?**

- It's a cloud based solution so you can access it from anywhere.
- All opportunities are available to view and access in one place.
- Faster tender & Evaluation processes.
- Automatic tender notifications - register your details and you'll receive alerts when opportunities arise.
- Easier access to opportunities for SMEs.

**National Coverage**

If you offer your products and/or services to areas outside of the East Midlands, don't worry... this is still the portal for you.

Many of the opportunities advertised on this portal offer the chance for you to supply public sector organisations across the entire country, not just the East Midlands.

By taking on multiple suppliers to deliver the same products and services, we can cover a much wider area.

- ▶ Supplier guidance available here: <https://supplierhelp.due-north.com/>
- ▶ Ensures fairness, transparency and full audit trail
- ▶ Suppliers manage their own account, ensure the account is active and being monitored
- ▶ **Future BB4 competitions will be issued via the portal**

# Season Tickets 2023-24

## - further competition

- ▶ Open to all current BB4 DPS operators
- ▶ Further competition will be issued via the portal where you can access and download documents
- ▶ Complete your response document and allow sufficient time to UPLOAD and SUBMIT in advance of the deadline
- ▶ You must submit on time, via the portal.
- ▶ **No late or email responses will be permitted**
- ▶ **Incomplete responses will be rejected**

# Season Tickets 2023-24

## - evaluation of responses

- ▶ Evaluation and Award Criteria will be stated in the tender pack
- ▶ Provide pricing for routes that you are interested in
- ▶ Option to offer a discount if awarded a bundle
- ▶ This compared against other options available to ensure Best Value
- ▶ Additional considerations: Social Value, wider benefits
- ▶ Contract awards in June
- ▶ Awarded contracts subject to small variation due to actual pupil numbers / any changes during the academic year

# Season Tickets 2023-24

## - proposed Timetable

	Date
Competition issue	27th March 2023
Deadline for clarifications	5th April 2023
<b>Submission deadline</b>	<b>17th April 2023 at 12:00 noon</b>
Award	May/June 2023
Commencement	August 2023

All dates subject to change.



Any  
questions?