

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:186837-2010:TEXT:EN:HTML>

UK-Kingston upon Thames: security services

2010/S 122-186837

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S)

Surrey County Council
Penrhyn Road
Attn: Zoran Kahvo
KT1 2TW Kingston upon Thames
UNITED KINGDOM
Tel. +44 2085419785
E-mail: zoran.kahvo@surreycc.gov.uk

Further information can be obtained at: As in above-mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s)

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s)

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES

Regional or local authority
General public services
Economic and financial affairs
The contracting authority is purchasing on behalf of other contracting authorities Yes

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority

Cash Collection Services Framework Agreement.

II.1.2) Type of contract and location of works, place of delivery or of performance

Services
Service category: No 27
Main place of performance County of Surrey - UK.
NUTS code UKJ23

II.1.3) The notice involves

The establishment of a framework agreement

II.1.4) Information on framework agreement

Framework agreement with a single operator
Duration of the framework agreement: Duration in year(s): 4
Justification for a framework agreement, the duration of which exceeds four years: Max of 4 years, through either 2+2 or 3+1.

II.1.5) Short description of the contract or purchase(s)

Cash Collection Services on a call-off basis throughout the Council's administrative area of Surrey, plus, as desired, all other 11 District and Borough Councils in Surrey:

- Elmbridge Borough Council,
- Epsom and Ewell Borough Council,
- Guildford Borough Council,
- Mole Valley District Council,
- Reigate and Banstead Borough Council,
- Runnymede Borough Council,
- Spelthorne Borough Council,
- Surrey Heath Borough Council,
- Tandridge District Council,
- Waverley Borough Council,
- Woking Borough Council.

Plus Surrey Police Authority and emergency services etc and those public sector bodies within adjoining areas, that may wish to join this contract at a later date.

II.1.6) **Common procurement vocabulary (CPV)**

79710000, 75240000

II.1.7) **Contract covered by the Government Procurement Agreement (GPA)**

Yes

II.1.8) **Division into lots**

No

II.1.9) **Variants will be accepted**

Yes

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

II.2.1) **Total quantity or scope**

II.2.2) **Options**

Yes

description of these options: The term of the contract will be for a maximum of four years, through either a 2+2 or 3+1, depending upon the commercial responses received at tender stage.

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**

Duration in months: 48 (from the award of the contract)

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required**

Any such requirements will be included in the invitation to tender.

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them**

Any such requirements will be included in the invitation to tender.

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

Surrey County Council Terms & Conditions will apply.

III.1.4) **Other particular conditions to which the performance of the contract is subject**

Yes

KPI and performance standards will be set out in the tender and contract conditions.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if requirements are met: Suppliers Instructions How to Express Interest in this Tender~: 1. Register your company on the eSourcing portal (this is only required once) - Browse to the eSourcing Portal: <https://surrey.bravosolution.co.uk> and click the link to register - Accept the terms and conditions and click "continue" - Enter your correct business and user details - Note the username you chose and click "Save" when complete - You will shortly receive an email with your unique password (please keep this secure) 2. Express an Interest in the tender - Login to the portal with the username/password - Click the "PQQs / ITTs Open To All Suppliers" link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) - Click on the relevant PQQ /ITT to access the content - Click the "Express Interest" button in the "Actions" box on the left-hand side of the page - This will move the PQQ /ITT into your "My PQQs/ My ITTs" page. (This is a secure area reserved for your projects only) - You can now access any attachments by clicking the "Settings and Buyer Attachments" in the "Actions" box 3. Responding to the tender - You can now choose to "Reply" or "Reject" (please give a reason if rejecting) - You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion, then follow the onscreen instructions to complete the PQQ /ITT - There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then publish your reply using the publish button in the "Actions" box on the left-hand side of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

III.2.2) **Economic and financial capacity**

Information and formalities necessary for evaluating if requirements are met: Information and formalities necessary for evaluating if requirements are met: The appraisal of the Council's minimum economic and financial standards Shall be by submission of information in response to a PQQ or pre-qualification questionnaire and accompanying documents obtainable via Bravo Solutions at (web address tbc).

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if requirements are met:
Information and formalities necessary for evaluating if requirements are met:
The appraisal of the Council's minimum technical standards shall be by submission of information in response to a PQQ or pre-qualification questionnaire and accompanying documents obtainable via Bravo Solutions at (web address tbc).

III.2.4) **Reserved contracts**

No

III.3) **CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

III.3.1) **Execution of the service is reserved to a particular profession**

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service**

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure**

Restricted

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate**

Envisaged minimum number 5

Objective criteria for choosing the limited number of candidates: Objective criteria for choosing the limited number of candidates: Based on evaluation of applicants meeting the minimum standards and meeting quality thresholds as set out in the PQQ or pre-qualification questionnaire and accompanying documents obtainable via Bravo Solutions.

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) **An electronic auction will be used**

No

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority**

IV.3.2) **Previous publication(s) concerning the same contract**

No

IV.3.3) **Conditions for obtaining specifications and additional documents**

IV.3.4) **Time-limit for receipt of tenders or requests to participate**

26.7.2010 - 12:00

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**

English.

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**

IV.3.8) **Conditions for opening tenders**

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT**

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

VI.3) **ADDITIONAL INFORMATION**

Service providers may register their interest by obtaining a pre-qualification questionnaire (PQQ) and accompanying documents from Surrey County Council by accessing the web address in III.2.1, namely BravoSolutions, where the Council's electronic tender documents will be accessible and will be the only means of registering your interest and submitting a completed PQQ and if shortlisted, a completed tender document. The provisions of the Transfer of Undertakings (Protection of Employment) Regulations 1981 as amended are deemed to apply. The Council reserves the right to suspend the tender process or not to award all or part of the contract scope, as described above.

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures**

VI.4.2) **Lodging of appeals**

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

24.6.2010