



TENDER FOR THE PROVISION OF PASSENGER TRANSPORT SERVICES

CONTRACT REFERENCE - **CON699**

When completed, this document should be delivered in full (including all timetables and maps that formed part of the original document) to the address below and no later than the time and date specified.

Delivery deadline - **12.00 WEDNESDAY 10 MARCH 2010**

Delivery address - Head of Procurement and Commissioning
Suffolk County Council
Endeavour House
8 Russell Road
Ipswich
IP1 2BX.

**Documents should be in a plain sealed envelope and endorsed
"Tender for the provision of Passenger Transport Services"
AND endorsed with the tender reference number**

If delivered by hand it should be taken to the reception desk at Endeavour House.
(The reception desk is only open between 08.00hrs and 17.00hrs Monday to Friday)

Tenders will be rejected immediately if the envelope in which it is delivered -

- a) arrives after the time and date specified above: or
- b) does not carry the endorsement specified above: or
- c) bears any mark indicating the name and address of the sender.

It is recommended that the sender takes all reasonable steps to ensure delivery such as recorded delivery or other traceable delivery methods. The Council cannot accept any responsibility for any failure of the delivery method employed.

Contractor : _____

For office use only	Date opened _____	Envelope no _____
	Signed _____	Name _____
	For Sourcing Procurement & Contract Management _____	
	For Passenger Transport _____	
	(minimum 2)	

Please tick box if this document is confirmation only of telephone or fax tender process



GENERAL NOTES

Tenders are invited for the provision of services as outlined in the service specification to operate under the current Terms and Conditions of Contract issued by Suffolk County Council.

A copy of these are available upon request or may be viewed on the Council website http://www.suffolkonboard.com/tendering_contracts/contract_terms_and_conditions

Detailed guidance for the completion of tenders is also available on this website

The Terms and Conditions of Contract form part of this tender document.

Operators are advised to study these **before** submitting tenders

By signing the declaration on this form all parties are binding themselves to acceptance of the Terms and Conditions.

Any permitted variance from the Terms and Conditions will be detailed in the service specification section of the tender documentation.

Whilst the service specification represents the Council's preferred option, operators may, if they wish, submit their own proposals for meeting the requirements of this service. In all cases such alternative proposals can only be considered where a fully compliant bid has been submitted for the Council's specification. The Council will then consider any such alternative tenders on their merits.

The tender submitted will constitute an offer and, if the Council accepts that offer by countersigning the Tender, then this Tender document will form a contract incorporating all schedules and specifications attached thereto.

The Council does not bind itself to accept the lowest or any tender.

The Council will advise all bidders of the outcome as soon as possible after the closing date and advise the preferred bidder. The Council will only enter into contract after any relevant periods have been observed where required by legislation.

Results will be published on the Council website as required by legislation in force at the time.



SUMMARY OF SERVICE TO BE PROVIDED

CONTRACT REFERENCE -

Summary of service to be provided

Tenders are invited for the provision of subsidised Passenger Transport services
 between
 and
 via points specified in the attached schedule

For the provision of	A registered local bus service	<input type="text" value="X"/>
	Home to school transport	<input type="text"/>
	Specialised transport	<input type="text"/>
	Other demand responsive transport	<input type="text"/>

Utilising a minimum of adult seats

To operate every day as specified in the schedule

Commencing on

and terminating on or before

Details of any special vehicle or staff requirements are given in the service specification



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CON699

Southwold - Kessingland - Lowestoft 699

Mondays to Saturdays (Except Public Holidays)

From: 1st June 2010

Operator:

Service : 699 699 699
 Notes : 1 1 1

Lowestoft, Bus Station Stand 2	1915	2115	2245
Kirkley, Carlton Road, Fighting Cocks	1922	2122	2252
Pakefield, London Road, Holiday Village	1929	2129	2259
Kessingland, Field Lane, St Edmunds Crescent	1933	2133	2303
Kessingland, Wash Lane, Beaconsfield Road	1935	2135	2305
Kessingland, White's Lane, Suffolk Wildlife Park	1937	2137	2307
Wrentham, High Street, Boggis Electric	1942	2142	2312
Wangford, Church Street, opp Church	1948	2148	2318
Reydon, Lowestoft Road, Seaview Road	1952	2152	2322
Southwold, High Street, Market Place	1958	2158	2328

Operator:

Service : 699 699 699
 Notes : 1 1 1

Southwold, High Street, Market Place	2000	2200	2330
Reydon, Lowestoft Road, opp Seaview Road	2005	2205	2335
Wangford, Church Street, Church	2009	2209	2339
Wrentham, High Street, Boggis Electric	2015	2215	2345
Kessingland, White's La, opp Suffolk Wildlife Pk	2020	2220	2350
Kessingland, Wash La, opp Beaconsfield Road	2023	2223	2353
Kessingland, Field La, opp St Edmunds Crescent	2025	2225	2355
Pakefield, London Road, opp Holiday Village	2030	2230	0000
Kirkley, Carlton Road, opp Fighting Cocks	2037	2237	0007
Lowestoft, Bus Station Stand 2	2044	2244	0014

Code:

1 - Sponsored by Suffolk County Council

Operator Code:



CONTRACT REFERENCE -

CON699

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Conditions specific to this contract

Tender priced to be based on local authority supplying vehicle.	<input type="checkbox"/>	<input type="checkbox"/> NO
Vehicle must be fully accessible	<input type="checkbox"/>	<input type="checkbox"/> NO
Full wheelchair accessibility/restraints	<input type="checkbox"/>	<input type="checkbox"/> NO
Electric tail lift required	<input type="checkbox"/>	<input type="checkbox"/> NO
Passenger assistant required	<input type="checkbox"/>	<input type="checkbox"/> NO
CRB cleared staff required (see note A&B)	<input type="checkbox"/> YES	<input type="checkbox"/>
RTPI fitted vehicle required	<input type="checkbox"/>	<input type="checkbox"/> NO
Service required to link with other services as specified on timetable	<input type="checkbox"/>	<input type="checkbox"/> NO

Miscellaneous conditions

Additional information

THIS TENDER IS RESTRICTED TO THOSE OPERATORS WHO HAVE COMPLETED THE APPLICATION FOR INCLUSION ON LIST OF APPROVED PASSENGER TRANSPORT OPERATORS (INCLUDING QUALITY ASSESSMENT SCORING QUESTIONNAIRE)

Notes

- A** Where CRB clearance is required for the operation of transport services full clearance must be obtained before the service commences.
- B** Where CRB clearance has been specified as a requirement then ISA clearance will also be required when the system is enacted.



CONTRACT REFERENCE -

Tender price summary

Please complete only the appropriate section for the type of service tendered

<p><u>Local Bus Service</u></p> <p>Minimum subsidy agreement (Fixed cost) <input type="text"/> per day</p> <p>Minimum cost agreement (Revenue guarantee) <input type="text"/> per day</p>
<p><u>Home to school transport services</u></p> <p>Where a special contract vehicle is offered <input type="text"/> per day</p> <p>Where a vehicle operating a registered local bus is offered <input type="text"/> per day</p>
<p><u>Specialised and other demand responsive transport services</u></p> <p>Total cost of operation <input type="text"/> per day</p>
<p>Vehicle details</p> <p>Chassis make and model _____</p> <p>Body make and model _____</p> <p>Number of seats _____</p>

Please also indicate the following

Is a cover letter submitted with this offer? YES NO

Is an alternative specification enclosed? YES NO

Is this tender also part of a combined bid? YES NO



I have read and fully understand the Terms and Conditions of Contract for the provision of Passenger Transport Services including the Schedules and appendices attached to that document and also to this tender document.

I am aware that should this tender be accepted by the Council I will have to comply in all respects with those Terms and Conditions and any other operating instructions.

I agree that the vehicles and staff to be used will conform in all respects with the statutes and regulations in force as to construction, use, licensing and insurance

Signed _____ Date _____

Name _____ (Block capitals)
On behalf of _____ (Company name)
Address _____

PSV Operator Licence No _____ (if applicable)

Acceptance

Suffolk County Council hereby accepts this tender and certifies that the arrangements comply with the Service Subsidy Arrangements (Tendering) Regulations 1985.

Signed for and on behalf of Suffolk County Council

Signed _____
Name _____ (Block capitals)