



Yate Town Council Supply of Gas and Electric to Town Council Properties

Yate Town Council reaches the end of a 3-year agreement with its current gas and electric providers in March 2023 and is opening up invitations to tender to providers of these utilities for a new 3-year agreement.

The Council made a Climate Emergency Declaration in February 2020, as part of this commitment, the council require their energy supply to be certified as 100% from traceable renewable sources where investment in developing renewable capacity is prioritised, and all energy is certified with traceable certification. We recognise that some organisations are working towards green gas and currently operate by offsetting production. Such supplies will be considered but will be expected to provide information about the percentage of the gas supplied is green gas, and their plans for investing in increasing green gas innovation.

Yate Town Council require suppliers to disclose the mix of fuels (coal, gas, nuclear, renewable, and other) used to generate the energy supplied. If your supply is offset solely, or in part, by renewable energy certification, you should state this information, including the certification type, in your submission.

If a company cannot certify its renewable supply, tenders will be considered, providing the company provides transparency in its energy sourcing and can demonstrate the extent to which it departs from these provisions and the steps it is taking to achieve zero carbon or net zero carbon energy production, to enable the evaluation of its green commitment.

How to tender:

Please find attached the following information to assist in providing your quotations:

- Electric and Gas Annual Usage Spreadsheet from April 2021 – March 2022.
- Quote Template

Within your quote documentation please provide the service options you offer, for example, you may provide a procurement only, or a fully managed service, please stipulate the differences and benefits of different services available, in your submission.

Tenders will be assessed in terms of best value for money, renewable fuel mix, and for the service offered.

It is prohibited for prospective contractors to contact Yate Town Councillors or Staff to encourage or support their tender outside of the prescribed process outlined below.

The tender process will open on Friday 12th August 2021 and run for 3 weeks until noon on Friday 2nd September 2022.



The decision process and key dates will then be as follows:

- All tenders will be opened and reviewed on **Friday 2nd September 2022**.
- We may contact you at this point if we have any queries about your tender or require any clarification.
- A synopsis of the tenders will be presented to the Environment and Community Committee of Yate Town Council on **Tuesday 20th September 2022** to review and formally awarded the contract.
- We will respond to everyone who submitted a valid tender to notify you of the outcome no later than 5.00pm on **Thursday 29th September 2022**.

Please return all tenders via email to tenders@yatetowncouncil.gov.uk no later than noon Friday 2nd September 2022.

Please get in touch with me directly should you have any questions regarding the details of the tender. My email address is PCarroll@yatetowncouncil.gov.uk

HOWEVER, please ENSURE the actual tender is submitted to the specific email address in the document above. Tenders submitted via any other email address will not be considered.

Yate Town Council, Poole Court, Poole Court Drive, Yate, South Gloucestershire, BS37 5PP

Tel: 01454 866506

Website: www.yatetowncouncil.gov.uk