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1. PURPOSE

- 1.1 The Department for Transport (DfT) has a requirement to procure a new car wash facility at Saint James’s Road, Bermondsey, London.
- 1.2 The purpose of this procurement is to secure a 12 week contract for the design, supply and installation of a new car wash facility.
- 1.3 The Department for Transport will hereafter be referred to as the Authority.

2. BACKGROUND TO THE CONTRACTING AUTHORITY

- 2.1 The Authority works with agencies and partners to support the transport network that helps the UK’s businesses and gets people and goods travelling around the country. We plan and invest in transport infrastructure to keep the UK on the move.

3. BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT

- 3.1 The Authority has a responsibility for the cleaning and maintenance of the public fleet of vehicles, and as such has had business case approval for the installation of a car wash and jet wash facility at its Saint James’s Road site.
- 3.2 A planning application for the scheme was approved by the Local Planning Authority in December 2015.

4. DEFINITIONS

Expression or Acronym	Definition
DfT	Means The Department for Transport.

5. SCOPE OF REQUIREMENT

- 5.1 The scope of this tender is the procurement of a single supplier to design, supply and install a car wash and jet wash at Saint James’s Road, Bermondsey, London.
- 5.2 The wash facility will include:
 - 5.2.1 Three brush type car wash with wheel wash, dryer and variable programmes, to be used solely for saloon cars.
 - 5.2.2 Jet wash.
 - 5.2.3 Associated external GRP plant room
 - 5.2.4 The equipment will be fitted with screens to prevent overspray exiting the wash area to neighbouring site.
 - 5.2.5 Water recycling system that will recover at least 75% of all water used together with an independent air supply.
 - 5.2.6 All associated ground works, electrical and plumbing works to facilitate the installation.
- 5.3 Attached at Annex 1 is further scope of work, detailing the Car wash facility and further scope for the design, supply and installation required.



6. THE REQUIREMENT

6.1 Refer to Annex 1 for the full scope of works.

7. KEY MILESTONES

7.1 The Authority will measure the quality of the Supplier’s delivery by key milestones.

7.2 The Potential Provider should note the following project milestones that the Authority will measure the quality of delivery against:

Milestone	Description	Timeframe
1	Mobilisation	Within week 4 of Contract Award
2	Start on site	Within week 8 of Contract Award
3	Completion	Within week 12 of Contract Award
4	End of Defect Period	Within week 24 weeks of completion

7.2.1 If so required by the Authority, the Supplier shall produce a further version of the Plan (based on the above plan) in such further detail as the Authority may reasonably require. The Supplier shall ensure that each version of the Implementation Plan is subject to approval. The Supplier shall ensure that the Implementation Plan is maintained and updated on a regular basis as may be necessary to reflect the then current state of the implementation of the Services.

7.2.2 The Authority shall have the right to require the Supplier to include any reasonable changes or provisions in each version of the Implementation Plan.

7.2.3 The Supplier shall perform its obligations so as to achieve each Milestone by the Milestone Date.

7.2.4 Changes to the Milestones shall only be made in accordance with the variation procedure and provided that the Supplier shall not attempt to postpone any of the Milestones using the variation procedure or otherwise (except in the event of a Customer default which affects the Supplier’s ability to achieve a Milestone by the relevant Milestone Date).

8. AUTHORITY’S RESPONSIBILITIES

8.1 The Authority has no specific responsibilities.

9. REPORTING

9.1 Refer to Annex 1 Scope of Works- Page 26- Programme/Progress.



10. VOLUMES

10.1 This is a once only procurement and no volumes have been indicated for this requirement.

11. CONTINUOUS IMPROVEMENT

11.1 The Authority has no specifics for continuous improvements for this requirement.

12. SUSTAINABILITY

12.1 The Authority has requested as part of this procurement that the commercial car wash must recycle a minimum of 75% of all water used together with an independent air supply.

13. QUALITY

13.1 Refer to Annex 1- Scope of Works- Page 28 Standards of products and executions.

14. PRICE

14.1 Prices are to be submitted via the e-Sourcing Suite Appendix E excluding VAT.

15. STAFF AND CUSTOMER SERVICE

15.1 The Authority requires the Potential Provider to provide a sufficient level of resource throughout the duration of the Commercial Car Wash Contract in order to consistently deliver a quality service to all Parties.

15.2 Potential Provider's staff assigned to the Commercial Car Wash Contract shall have the relevant qualifications and experience to deliver the Contract.

15.3 The Potential Provider shall ensure that staff understand the Authority's vision and objectives and will provide excellent customer service to the Authority throughout the duration of the Contract.

16. SERVICE LEVELS AND PERFORMANCE

16.1 The Authority will measure the quality of the Supplier's delivery by:

16.1.1 The Authority requires full delivery and installation as soon as possible, therefore, Potential Providers must deliver and install all goods no later than the deadline of the week commencing 3rd October 2016.

KPI/SLA	Service Area	KPI/SLA description	Target
#1	Lead Time and Delivery	The requirement is to be delivered and installed in line with the milestones as detailed in the Appendix B.	W/C 3 rd October
#2	Quality of Products/Components	- The equipment must come with 1 year warranty, and specify the terms of this guarantee if applicable.	Upon Award



		<ul style="list-style-type: none"> - The potential supplier must supply a product specification along with their proposal for this requirement. 	
#3	<p>Servicing and maintenance available for chosen equipment-Under Warranty</p>	<ul style="list-style-type: none"> - The potential supplier must identify a single point of contact for the duration of the contract to allow the Authority to report faults. - If items are faulty, the potential supplier must provide a repair/replacement within 24 hours of the Authority reporting it, at nil extra charge to the Authority. 	Upon Award

17. SECURITY REQUIREMENTS

- 17.1 The Authority has no specifics for security for this requirement.
- 17.2 It should be noted that the successful bidder will only be allowed to complete this installation during normal working hours Mon-Fri. 07:00 – 18:00

18. INTELLECTUAL PROPERTY RIGHTS (IPR)

- 18.1 The Authority has confirmed that Pick Everard do not own the IPR to the Designs for this requirement.

19. PAYMENT

- 19.1 Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.
- 19.2 Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.
- 19.3 If it is agreed that satisfactory delivery has been achieved Payment will be made 10 days after the receipt of an official invoice.



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- 19.4 Liquidated damages will apply, as per clause 2.9 of the JCT Minor works contract, if there is a failure in meeting the project timetable. The estimated cost will be £60.00 per day.

20. ADDITIONAL INFORMATION

- 20.1 All additional information has been annexed to support potential providers with compiling a bid for this requirement.
- 20.2 The services will be delivered under the JCT Minor Works Building Contract with contractor's design (MWD) 2011.

21. LOCATION

- 21.1 The location of the Services will be carried out at 306 Saint James's Road, Bermondsey, London, SE1 5JX.



Annex 1: Scope of the Requirement



Commercial Car
Wash Specification.doc