

**CONTRACT FOR THE SERVICING OF PASSENGER VEHICLE TAIL LIFTS  
IN THE LONDON BOROUGH OF REDBRIDGE AND LONDON BOROUGH OF TOWER HAMLETS  
FOR THE PERIOD  
1<sup>ST</sup> JUNE 2017 TO 31<sup>ST</sup> MAY 2019**

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The London Borough of Redbridge ("the Authority") invites Tenders from suitably qualified and experienced organisations for the Contract for the Servicing of Passenger Vehicle Tail Lifts in the London Borough of Redbridge and London Borough of Tower Hamlets ("the Contract").

The Contract will commence on 1<sup>st</sup> June 2017 and, subject to satisfactory performance, shall continue up to and including 31<sup>st</sup> May 2019 (the "Contract Period"). At the sole discretion of the Authority the Contract Period may be extended in such period or periods as the Authority deems appropriate up to a maximum of one (1) year, providing a possible total Contract Period to midnight on 31<sup>st</sup> May 2020.

The Contractor shall be required to provide the Servicing of Passenger Vehicle Tail Lifts in the London Borough of Redbridge and London Borough of Tower Hamlets ("the Service").

Those submitting a Tender shall be experienced in providing similar services and shall also be required, as part of their Tender, to complete a Selection Questionnaire containing information about their economic and financial standing. This information will be assessed to establish that the organisation is financially viable to deliver the Contract.

Organisations shall be aware that only Tenders submitted by organisations who satisfy the economic and financial assessment contained in the Selection Questionnaire will go on to be evaluated in accordance with the Contract Evaluation Criteria of: Price 70% and Quality 30%, as detailed more fully in the Tender Documents.

The Contract Documents comprising of the Conditions of Contract (Volume A), Specification (Volume B), Tender Documents including the Selection Questionnaire (Volume C).

To obtain the Contract Documents:

- Register your organisation free of charge at <https://procontract.due-north.com/register>
- Await acceptance. You will receive an e-mail confirming your username and password for the London Tenders Portal;
- Use your username and password to log in to the London Tenders Portal and express your interest in the Contract;
- After you have expressed an interest you will receive an e-mail link to access the Tender Documentation;
- Then follow the guidance contained in the Instructions to Tender;
- All Tenders must be submitted via the London Tenders Portal.

**ALL QUESTIONS, CLARIFICATIONS OR INTERPRETATIONS RELATING TO THE TENDER MUST BE SUBMITTED NO LATER THAN 17:00 HOURS (5:00pm) ON TUESDAY 7<sup>TH</sup> MARCH 2017.**

**YOUR COMPLETED TENDER MUST BE SUBMITTED VIA THE PORTAL BY NO LATER THAN 17:00 HOURS (5:00pm) ON TUESDAY 14<sup>TH</sup> MARCH 2017.**