



Department
for Transport

Specification

Provision of Security Equipment for Deployment Overseas

Aviation Security International Operations Division, Aviation Directorate
Department for Transport

Contract Reference: PPRO 04/84/53

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1. Introduction

1.1 The Department for Transport (DfT) invites proposals for the supply of security equipment. The contract will be subject to the DfT Standard Conditions of Contract.

1.2 Bidders will need to submit their bids, in accordance with the instructions to tenderers, by **2pm on** _____.

2. Background to the Requirement

2.1 The procurement of aviation security equipment is intended to assist in the improvement of standards of passenger screening for in-bound flights to the UK.

2.2 The DfT is seeking to procure the specified equipment to enable the Aviation Security International Operations Division (ASIO) to provide overseas locations with equipment that will increase security capabilities.

2.3 The contract duration will until all items have been call-off or 24 months from the date of contract award whichever is the sooner.

3. Procurement Timetable

The estimated procurement timetable is as follows:

Description	Date
Publication of the ITT	23/01/2018
Clarification Period starts	24/01/2018
Clarification Period closes	29/01/2018
Deadline for a response to the clarification questions	30/01/2018
Deadline for submission of a Tender	02/02/2018
Bid Evaluation Period	06/02/2018
Notification of intent to award to suppliers	07/02/2018
Standstill Period	17/02/2018
Anticipated Award Date of Contract	19/02/2018
Units available to deploy by DfT but held in storage from:	01/03/2018

4. Scope/Requirements

4.1 The Aviation Security International Operations Division (ASIO) of the Department for Transport works to improve the standards of aviation security of in-bound civil aviation to the UK. The DfT wishes to procure a range of security equipment which are to be held in storage in the UK in a state of readiness, and with appropriate packaging for air freighting,

by the contracted supplier for deployment in a number of locations overseas when the ASIO considers it necessary to do so.

4.3 The items to be provided must meet the following specification:-

Item 1 : Exposed Wire Standard Test Pieces for X-Ray Machines measuring from 14mm to 30mm and that meet the requirements of Regulation EC300/2008 chapter 12

Item 2 : Walk Through Metal Detector Test Pieces that meet EU standard 2

Item 3 : Under Vehicle Search Mirrors

Item 4 : Hand Held Metal Detectors with the following specification:

Optimum sensitivity: detects ferrous, non-ferrous and stainless steel weapons, contraband and other metal objects.

Self-calibrating: digital microprocessor technology eliminates the need for periodic sensitivity adjustments.

Elongated profile provides 8.75" scan area 360° detection coverage plus tip pinpointing for easy scanning from head to foot.

Easy and convenient to use with one-touch button.

Clear audible or Silent / Vibrate LED alarm signal.

Rugged injection molded construction including structurally isolated coil for added impact absorption. Exceeds Mil-Std-810F (drop test) Method 516.5, procedures II and IV.

Ergonomically designed grip fits comfortably in virtually any size hand.

Battery cover that can be removed with a standard commercially available screwdriver with a standard 9V battery included.

Operating Temperatures: -35° F (-37° C) to 158° F (70° C)

Operating Frequency: 95 kHz

Audio Frequency: 2 kHz

Single 9 volt battery provides up to 80 hours of normal operation. Optional NiMH rechargeable battery provides up to 20 hours on each 12-hour recharge

Power switch and LEDs positioned for easy access and high visibility for the operator during operation.

The model(s) offered must be of a type suitable for government professionals to use whilst scanning passengers at airports.

Note : the specification above is that of a Garrett Superwand but alternative brands will be considered providing they meet the specification.

Item 5 : Large X-Ray Trays (with dimensions 430mm x 350mm x 115mm or similar)

Item 6 : Small X-Ray Trays (with dimensions 235mm x 130mm x 63mm or similar)

All items must have a minimum twelve month warranty.

4.4 All items must have a minimum twelve month warranty and Bidders must provide a full technical description of the units proposed.

4.5 All items are to be held with the supplier until a request is made for delivery by the supplier to FCO Services at Hanslope Park (Hanslope, Milton Keynes, MK19 7BH). DfT may, on occasion, request delivery to a different UK address or may make its own arrangements to collect the items from the supplier.

4.6 Items will be call-off as and when required. All items ordered for delivery to FCO Services at Hanslope Park must be delivered within 4 days of receipt of a valid order. If DfT is making its own arrangements for collection the items must be available for collection from your UK storage facility within 2 days of the DfT requesting the items. If the DfT request delivery to any alternate UK address the delivery time will be agreed at the time the order is placed but should be broadly in line with that for delivery to FCO Services at Hanslope Park.

5. Implementation and Deliverables

5.1 The intention is to award one Contract but DfT reserves the right to award more than one Contract where doing so will offer better value for money. A single Purchase Order number will be provided for each Contract. The Supplier should provide a single point of contact in relation to the Contract.

5.2 After contract award items will be called-off on an as required basis but sufficient stock must be available for all items to be delivered to the UK delivery point by 31st March 2018.

5.3 The units will be stored in the UK by the Supplier until call-off by the DfT. DfT will provide a formal written request for items when called-off. That request will include a description of the item and number, the delivery address for shipping (usually FCO Hanslope Park) and the final overseas destination address. The final overseas destination address for the item or items must appear on the packaging.

5.4 The Supplier may invoice for the supply of the items ordered once delivery to the shipping address (usually FCO Hanslope Park) is confirmed. A copy invoice should be provided to the Contract Manager for review and confirmation before submission to the DfT Shared Service facility – in accordance with the payment instructions. Note – for any items collected by DfT we would not expect to receive a delivery charge.

6. Volumes

Bidders should note the volumes expected under the contract:

Item	Quantity
Exposed Wire Test Pieces	45
Walk Through Metal Detector Test Pieces	10
Under Vehicle Mirrors	10
Hand Held Metal Detectors	46
Large X-Ray Trays	1200
Small X-Ray Trays	570

7. Sustainability

All packaging should be appropriate for air freight but should, where possible, be sustainable (capable of reuse and/or recyclable).

8. Quality

The quality standards for each item are provided in Paragraph 4 (Scope/Requirements).

Price

Prices are to exclusive of VAT. Any volume based discounts offered should be clearly indicated. Delivery should be at cost.

10 Staff, Customer Service and Service Levels

10.1 A sufficient level of resource should be provided throughout the duration of the Contract in order to consistently deliver a quality service.

10.2 The resources deployed should be sufficiently qualified and competent to meet the requirements of the Contract and, where appropriate, have an understanding of the DfT vision and objectives and will provide excellent customer service for the duration of the Contract.

10.3 The DfT will measure the quality of the Supplier's delivery by:

KPI/SLA	Service Area	KPI/SLA description	Target
1	Delivery timescales	Items to be delivered to the FCO at Hanslope Park within working 4 days from order issue or, if being collected by DfT, are available for collection within 2 working days or order issue.	98%

11. Sub-contracting to Small and Medium Enterprises (SMEs)

11.1 DfT is committed to removing barriers to SME participation in its contracts, and would like to also actively encourage its larger suppliers to make their sub-contacts accessible to smaller companies and implement SME-friendly policies in their supply-chains (see our [website {https://www.gov.uk/government/organisations/department-for-transport/about/procurement}](https://www.gov.uk/government/organisations/department-for-transport/about/procurement) for further information).

11.2 To help us measure the volume of business we do with SMEs, our Form of Tender document asks about the size of your own organisation and those in your supply chain.

11.3 If you tell us you are likely to sub-contract to SMEs, and are awarded this contract, we may send you a short questionnaire asking for further information. This data

will help us contribute towards Government targets on the use of SMEs. We may also publish success stories and examples of good practice on our website.

12. Security

12.1 Details regarding the provision of aviation security equipment are sensitive and should not be distributed wider than to those parties within your organisation (or your suppliers) who have a “need to know”. Further distribution of any data relating to this contract should be approved by DfT prior to dissemination.

13. Documentation

13.1 The successful Bidder will maintain records of all stock items held for The DfT and is responsible for communicating them to the DfT on a monthly basis.

14. Evaluation Criteria

14.1 Selection will be based on the evaluation criteria encompassing the most economically advantageous tender which demonstrates a high degree of overall value for money, competence, credibility and ability to deliver a service to the DfT.

14.2 This tender will use the following weightings to obtain the optimal balance of quality and cost.

- Quality and Technical factors: 30%
- Financial/Price factors: 70%

14.3 Quality and Technical Evaluation Criteria

Primary Criteria	Primary Criteria Weighting (%)	Criteria description
Mandatory Requirement	PASS/FAIL	Each item proposed by the Bidder meets the specified standard and have a minimum 12 month warranty
Capacity	15%	Evidence of capacity (stockholding or logistics capability) to supply items quickly and in volume.
Management	15%	Evidence of managing security based provision and working at pace to process requirements. Track record of meeting varied lead times including urgent requests.

Quality and Technical Scoring Methodology:

- 5: The Tenderer demonstrates fully they can meet the requirements as detailed in the Specification
- 4: Meets all critical criteria but with minor issues
- 3: Meets some requirements but with a few minor issues
- 2: Meets some requirements but with major concerns
- 1: Meets few of requirements as detailed in the Specification
- 0: The proposal for fulfilling the stated requirement is not addressed

Financial / Price Factors Scoring Methodology:

The Percentage Scoring Methodology will be used to evaluate all proposals for this requirement. This methodology is based on the following principles:

$$\text{Score} = \frac{\text{Lowest Tender's Total Cost}}{\text{Tender's Total Cost}} \times \text{Weighting (70\%)}$$

Where the lowest tendered price will be scored 100%, each subsequent bid will be based on this score. So a bid which is 20% more expensive on price than the lowest tendered price will be allocated a score of 80.

15. Points of Contact

Procurement Contact	Name	Alan Devine
	Tel	07876 258390
	e-mail	alan.devine@dft.gsi.gov.uk
Project Lead (Aviation Security International Operations Division)	Name	Bryan Small
	Tel	020 7944 3951
	e-mail	bryan.small@dft.gsi.gov.uk

N.B. All queries/ questions concerning this contract should be sent to the procurement contact.