

Better value, delivered.



Specialist Vehicles Framework Agreement

User Guide

Ref No: 960



Driving your world | Fleet & Highways



About YPO

YPO provides procurement solutions for public sector organisations to set up or renew contracts for a wide range of services. Established in 1974 by a group of 13 local authorities, we're the UK's largest public sector buying organisation and we're still 100% publicly-owned today. We work closely with our suppliers and collaborate with other public sector buying organisations to achieve efficiencies and value for money, returning all our profits back into the heart of the public sector. Our team of qualified procurement professionals can offer advice, guidance and expertise on procurement, as well as regular engagement and communication to make sure your objectives are achieved.

Helping you navigate the world of your procurement

The world of procurement is complex, with competing demands and increasing pressures. Through collaboration, we provide products and services to meet your needs as individuals and collectives, through our wide range of procurement categories and frameworks. Navigating the world of procurement needs to be easy, quick and effective for both buyers and suppliers, and needs to help you make sure that every penny counts. We believe that through our procurement activity there's an opportunity to make an impact and a real difference, by delivering social value and outcomes in the communities we serve.

Overview

Start date:	5 October 2019
Expiry date:	4 October 2023
Extensions(s) (if applicable):	Not applicable
Contracting authority (CA) call-off period:	CAs can specify a contract period, based on the term that will best suit their requirements. YPO generally recommend a call-off period of no longer than 5 years
Contract notice ref. no:	2019/S 109-264964
Corrigendum (if applicable):	Not applicable
Contract award notice ref. no:	2019/S 197-478082
Potential maximum value:	£500,000,000
Rebate:	Up to 1% paid by supplier/provider
Geographical location(s):	National

Specification, overview and lot structure

YPO have appointed suppliers/providers onto a framework agreement for the supply of purchase, hire and lease of specialist vehicles and associated services which will cover vehicles from 3.5 tonne and over in weight including but not limited to; emergency vehicles within the fire, police and ambulance services (including lease of ambulance vehicles), refuse collection and waste management vehicles, road sweepers, winter maintenance vehicles, gully emptiers, tractor units with 5th wheel, trailer units for connection to 5th wheel, customised commercial vehicles (e.g. mobile libraries), welfare vehicles, fire and rescue - pumping appliances, aerial and special appliances; access platforms, vehicle conversions, bus/coaches, gritters, tippers, chassis and cab only – all in various fuel types (diesel, compressed natural gas (CNG), electric etc.), hire and lease of specialist vehicles and provisions of lease finance for specialist vehicles. This framework is designed to meet the needs of YPO and other contracting authorities (OCA) by establishing an agreement where the end customer will place the order with the supplier/provider and the supplier/provider will deliver direct to the end customer.

LOT	DESCRIPTION	SUPPLIERS/PROVIDERS	METHOD OF AWARD 'CALL-OFF' CONTRACTS
1	Purchase of Refuse Collection Vehicles Up to 18tonne	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
2	Purchase of Refuse Collection Vehicles Over 18tonne GVW	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
3	Purchase of Sweepers Mini, midi and chassis mounted cleaning units – driven	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
4	Purchase of Gully Emptiers	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
5	Purchase of Winter Maintenance Vehicles Van, rigid and multi-use derived chassis	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
6	Purchase of Minibuses, Buses and Coaches Including but not limited to wheelchair accessible minibuses, coaches, double- decked, articulated and low floor buses	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
7	Purchase of Customised Commercial Vehicles and Bodywork E.g. mobile libraries, mobile IT classrooms, new, upgraded and refurbished ambulances	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
8	Purchase of Chassis and Cab Only Up to 18tonne GVW	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition and direct award

Specification, overview and lot structure

9	Purchase of Chassis and Cab Only Over 18tonne GVW	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition and direct award
10	Purchase of Alternative Fuel Vehicles Including but not limited to biodiesel, electric hybrid, plug-in electric, diesel electric parallel hybrid, ethanol, hydrogen fuel cell natural gas and propane vehicles	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
11	Purchase of Tractor Units with 5th Wheel	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
12	Purchase of Trailer Units for Connection to 5th Wheel	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
13	Purchase of Access Platforms	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
14	Purchase of Tippers Up to 44tonne GVW	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
15	Purchase of Pumping Appliances	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
16	Purchase of Aerial Appliances	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
17	Lease of Specialist Vehicles	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
18	Hire of Specialist Vehicles With or without driver	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
19	Supply/Conversion of Vehicles Including but not limited to accident and emergency vehicles, patient transport, service conversions - box body construction, van conversion construction, other specialist vehicles and vehicle refurbishment and/or body remounts	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition
20	Provision of Vehicle Lease Finance	For information on suppliers/ providers please contact fleet@ypo.co.uk	Further competition

Benefits of using the framework agreement

YPO's framework agreements are established to allow customers to purchase goods, works or services from suppliers/providers via either direct award or further competition.

Benefits of using the framework agreement:

- YPO can fully manage the customers further competition (call-off) process if required.
- Reduced timescales – customers do not need to run a full OJEU procurement if procuring via the framework agreement.
- Assured supplier standards – suppliers/providers are 'pre-qualified' as to their general suitability.
- Aggregation of spend – customers will receive the benefits of the aggregated spend volume and increased leverage in the market.
- Pre-defined terms and conditions – when awarding contracts customers have the option to use YPO's standard framework agreement terms and conditions as established or use their own terms and conditions.

Suppliers/providers

For information on suppliers/providers please contact fleet@ypo.co.uk

How to award/call-off from the framework

To access the framework agreement, customers should complete and return the Non-Disclosure and Customer Access Agreement.

Direct award lots 8 and 9 only

Tenderers for lots 8 and 9 were awarded the full 40% mark available for price and each supplier/provider has provided a catalogue list of prices/variants/options for different cab sizes. This information will be provided along with the quality award score to allow customers who are direct awarding to work out which supplier/provider can offer the most economically advantageous tender. Customers are still able to run a further competition on these two lots, see information below regarding further competition.

Further competition

For all lots under this framework customers can run a further competition to award a call-off contract to the winning supplier/provider. This can be done via the contracting authorities own procurement portal or via YPO's procurement portal.

Evaluation must be fair and transparent, and the methodologies used to evaluate must be provided to the suppliers/providers within the further competition documentation. YPO can help customers produce specifications, qualitative questions, pricing schedules and evaluation criteria to undertake a further competition. Clarification responses, evaluation of further competition submissions, drafting of award letters and contracts and applicable Contract Award Notices are elements of the process that will need to be completed by the customer. Customers must inform YPO of the outcome of any further competition they undertake themselves.

When running a further competition, customers should award based on the most economically advantageous tender and must provide suppliers/providers with the methodology behind the evaluation, including the evaluation criteria and the weightings that are applied.

How to award/call-off from the framework

The selection/award criteria used to establish the framework agreement was:

CRITERION	PERCENTAGE WEIGHTINGS
Cost	40%
Quality	35%
Delivery and Customer Service	20%
Added Value (Social Value/Sustainability)	5%

The weightings for cost, quality, delivery, customer service and added value can be re-opened for evaluation within the further competition. Customers can also set any appropriate KPI's and/or service levels within the quality award criteria.

Terms and conditions

Suppliers/providers awarded to the framework agreement have agreed to and signed YPO's standard Terms and Conditions. These can be amended by the CA and supplier/provider by mutual agreement to include additional terms to supplement the standard Terms and Conditions. A variation form is included in the standard Terms and Conditions document to allow customers and suppliers/providers to amend any terms if required.

Contact information

For further information or to discuss individual requirements, please use the contact details below:

- Ian Reed**
Category Manager | Fleet
Tel: 07814 290 587 | Email: ian.reed@ypo.co.uk
- James Farrimond**
Category Buyer | Fleet
Tel: 07917 973722 | Email: james.farrimond@ypo.co.uk
- Sue Hughes**
Further Competition Co-Ordinator | Fleet
Tel: 01924 834 814 | Email: sue.hughes@ypo.co.uk

STAGE 1Initial Customer
Enquiry

- Customer contacts YPO for information
- YPO will send customer a copy of the User Guide, NDA and Access Agreement
- Customer completes and returns NDA and Access Agreement

**STAGE 2**NDA/Access
Agreement Returned
to YPO

- Following receipt of signed NDA/Access Agreement YPO may send the customer a Further Competition Template, Bank of Optional Questions, and Framework Agreement Scope
- YPO may provide the customer with a unique reference code for the further competition, which will be referenced on all documentation
- Customer completes the documents and sends to YPO
- If the customer decides to undertake their own further competition YPO must be informed via e-mail

**STAGE 3**

Further Competition

- YPO can issue further competition documents to all suppliers/providers on the framework agreement if required by the customer
- YPO will manage any clarifications that are received from potential suppliers/providers (customers will need to provide clarification responses)
- At the submission closing date YPO will provide customers with access to all submissions
- Customers can then evaluate (offline) the submissions and prepare acceptance and rejection letters

**STAGE 4**

Contract Award

- YPO will issue the award decision documentation (acceptance and rejection letters) via e-portal
- Optional 10-day standstill period: customers are advised to implement a voluntary standstill period of 10 days
- A Contract Award Notice following any award via the framework agreement must be published within 30 days (YPO are able to do this on behalf of the customer if required)