The Highland Council

HC/D&I/TS/2019 – Provision of Trades Services Framework Agreement 2019

Responses to Questions and Areas of Clarification – Form 09 - 26/08/2019

	Question/Clarification	Date Received	Response
1	Can you confirm if there is a section for Timber Preservation and Damp proofing in the tender?	20/08/2019	Yes this type of work would firstly go through the Framework Agreement under Joinery prior to being considered as a specialism.
2.	Please would you be able to confirm whether you will be willing to pay travel expenses as the tender documentation states which we believe is contradicting: 3.1 The Contractor must incorporate all associated travel expenses in their all-inclusive Trade Hourly Rates rate Pricing Schedule. 3.2 Travel Time from the Contractor's base or location of current Works Order shall be paid as part of this Framework Agreement. Tenderers should note that travel time claimed shall be analysed for reasonableness. Also we're being asked to provide an hourly rate and any costs not included within the schedule or rates will not be met by the council. We appreciate that the Council covers a large geographical area and it's not always possible to charge the same for site attendance when there's a vast amount of travel involved. Please advise	21/08/2019	Travel expenses submitted with an invoice will not be paid. However Travel time will be paid at the trade hourly rate as outlined in the schedule of prices. The Council will pay Contractor's Trade Hourly rate for the time that they travel to a Council related Works Order i.e. from the start of their journey to the location of the Works Order. Travel time will also be paid for travel to the next Council Works Order. Where a Contractor travels for purposes other than Council business, no Travel time shall be paid. If a Contractor is on their way to a private job but accepts a Council Works Order on the way. The Council will accept Travel time for their proportion of the deviation. For any travel outside Council requirements, there shall be no payment made by the Council. There are 8 areas in which Tenderers are able to bid. If the area is a large distance away from the tenderer's base and they wish to bid for it, tenderers should incorporate this travel cost into the Trade Hourly Rate. In addition the Council have introduced two rates to help meet this requirement; One for

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			travel within a 30 mile radius and 1 for Travel outside a 30 mile radius.
3.	Technical Response (Questions: 1) in this section there is a link for Method questions but when I click on the link an attachment opens for a Technical Questionnaire is this correct	26/08/2019	Yes this is correct. Please Download, complete and upload this form. This is your technical evaluation and is worth 10% of the overall evaluation.