

Item 4

11th June 2026



Glasgow City Council

Contracts and Property Committee

Report by Director of Legal and Administration

Contact: Maureen Fitzpatrick Ext: 76406

The Supply and Delivery of Vehicle Spare Parts

Tender Reference: - GCC006444CPU

Purpose of Report:

To submit details of the tenders received for the supply and delivery of vehicle spare parts and recommend acceptance of the most economically advantageous tender as detailed in this report.

Recommendations:

The Contracts and Property Committee is requested to approve the award of a contract for the supply and delivery of vehicle spare parts to the supplier listed below.

Fleet Factors Limited
Companies House Number - 01231325

Ward No(s):

Citywide: ✓

Local member(s) advised: Yes No consulted: Yes No

1 Background and Tender

- 1.1 Glasgow City Council's ("the council's") annual spend for the supply and delivery of vehicle spare parts is £963,269 per annum.
- 1.2 Neighbourhoods Regeneration and Sustainability (NRS) is responsible for the maintenance & repair of approximately 1600 vehicles, which is undertaken mainly by in-house resource, but is also outsourced to external providers to assist with capacity.
- 1.3 The in-house facilities and resources are located at NRS's vehicle workshop, located at Jessie Street. This contract is to support the in-house maintenance and repair of light vehicles and will cover eleven vehicle manufacturers; DAF, Fiat, Ford, Iveco, Kia, Land rover, Mitsubishi, Nissan, Peugeot, Renault and Volkswagen.
- 1.4 A commodity team consisting of stakeholders from the Corporate Procurement Unit (CPU) and NRS was formed to develop the sourcing strategy and to deliver a new contract
- 1.5 As part of the sourcing strategy development, it was agreed that it would be cost effective for the contract to be awarded to a single supplier and to include both Original Equipment Manufacturer and matching quality spare parts. This approach would avoid the council carrying excess stock, reduce storage requirements and reduce invoice transactions. This would also support sustainability requirements by reducing the volume of deliveries and emissions.
- 1.6 In line with the effective and efficient objective within the council's Sustainable Procurement Strategy 2023-2027, which can be located [here](#), and to support the national agenda in utilising national collaborative frameworks, It was agreed that a mini-competition process from Lot 1 – Parts for Light and Heavy Vehicles of Scotland Excel's framework for Light & Heavy Vehicles, reference 0524, would be the most appropriate method to deliver this contract.
- 1.7 The duration of the contract is 4 years from 4 July 2026 to 3 July 2030.
- 1.8 The contract will be utilised by NRS.

2 Evaluation

- 2.1 All 16 suppliers awarded to Lot 1 of the framework were invited to bid. Of the 16, 2 submitted a bid. Of the 14 suppliers that failed to respond, 2 cited the full specification requirements were out with their remit, 1 cited the situation in the Middle East hindered price predictions and the remaining suppliers failed to provide a response.
- 2.2 The evaluation was based on the following award criteria and weightings:-

Price	Quality	Quality Sub Criteria
60%	40%	Service Delivery 15%
		Management Information 6%
		Warranty 5%
		Supply Chain Issues 3%
		Sustainability - 6%
		Fair Work First (including the Real Living Wage) - 5%

2.3 Bidders were asked to submit a commercial response for the undernoted two elements that formed part of the commercial evaluation:

- Spare Parts– Commercial weighting 50%
- Discount applicable from Price lists - Commercial weighting 10%

2.4 In relation to the commercial spare parts element outlined above, bidders were requested to submit prices for spare parts within a basket of parts for the eleven manufacturers. This basket of parts was designed to represent commonly used, high-volume spare parts across each of the eleven manufacturers. Vehicle registration numbers were provided to allow all bidders to price for spare parts relevant to the specific vehicle model.

2.5 The estimated quantities against the spare parts were based on both historic and future demands by the council to allow bidders the opportunity to source adequate supply chains and obtain competitive pricing based on projected volumes.

2.6 In addition, bidders had the option to submit prices for either the Original Equipment Manufacturer (OEM) or matching quality (MQ) spare parts. This is due to a large proportion of the vehicles no longer being under warranty and MQ spare parts being compatible with various manufacturers which are readily available and more competitively priced.

2.7 The evaluation score of the supplier which has been recommended for award is shown in the table below:-

Supplier	Total Evaluation Score	Rank
Fleet Factors Ltd (Companies House No. 1231325)	93.83%	1

A summary of the unsuccessful tender evaluation results can be found at Appendix A.

3 Contract implementation and Supplier Management

- 3.1 The outcome of our Contract Management Assessment Tool (CMAT) has deemed this contract to be categorised as a medium. The supplier will be monitored in line with our contract and supplier management process which includes tracking the supplier's performance against the key performance indicators and working collaboratively to identify opportunities of improvement and innovation.
- 3.2 The agreed community benefit outcome commitments will be monitored via Cenefits which is a web-based monitoring tool. We will also capture sustainable commitments within the CPU Sustainable Register.
- 3.3 The Purchase to Pay route is via the NRS's Servitor system.
- 3.4 NRS will monitor the supplier's day-to-day operational performance. CPU will undertake overall contract management.

4 Policy and Resource Implications

Resource Implications:

Financial:

The estimated annual award value is £1,000,000, totalling £4,000,000 over the four year period of the contract and will be funded by the service areas revenue budget.

The council has achieved a saving of £22,930 (2%). This is based on the new rates offered by the recommended supplier compared with the current rates.

The tender rates are fixed for 12 months and the discount rates on the non-core spare parts are fixed for the duration of the contract.

Legal:

The report raises no new legal issues.

The Director of Legal and Administration will be responsible for concluding the contract.

Personnel:

No direct personnel implications.

Procurement:

A mini-competition as set out in paragraph 1.6.

Council Strategic Plan:

This supports Grand Challenge 3 and Mission 1 and 2.

What are the potential equality impacts as a result of this report?

An EQIA was not required for this contract as there is no impact.

Please highlight if the policy/proposal will help address socio economic disadvantage.

The priorities were supported within the contract specification and by applying the undernoted evaluation criteria weighting/condition:

Fair Work First was included as part of the award criteria with a weighting of 5%.

The supplier recommended for award, Fleet Factors Ltd, has confirmed the following seven policies within its tender submission;-

- Payment of at least the Real Living Wage
- Provide appropriate channels for effective worker's voice
- Investment in workforce development
- No inappropriate use of zero hour contracts
- Action to tackle the gender pay gap and create a more diverse and inclusive workforce
- Offer flexible and family friendly working practices for all workers from day one of employment
- Oppose the use of fire and rehire practice

Community Benefits was included as part of the tender process. The supplier recommended for award, Fleet Factors Ltd, has confirmed the following outcomes:

- 3 x Work Experience Placement – School
- 2 x Work Experience Placement - Non School
- 4 x Community Engagement – Non-Financial Support (minimum of 5 Hours)

Climate Impacts:

Does the proposal support any Climate Plan actions? Please specify:

Yes – action 22 is supported via this contract.

What are the potential climate impacts as a result of this proposal?

A sustainable and low carbon city

Will the proposal contribute to Glasgow's net zero carbon target?

Yes, as above. The key mitigations are as follows:

Become a carbon neutral city

Privacy and Data Protection impacts:

Are there any potential data protection impacts as a result of the report
Y/N

No

If Yes, please confirm that a Data Protection Impact Assessment

No data protection impacts identified

5 Recommendations

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Companies House Number – 01231325

Appendix A – Unsuccessful Supplier

Supplier	Evaluation Score
HGV Direct Ltd (Companies House Number 1857034)	81.17%