

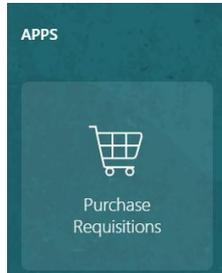
CONTRACT TITLE: Traffic Management
REF NO: EDC/2025/4071

<p>Format of tender award - Framework (type of framework), Single awarded contract</p>	<p>Contract awarded to a single supplier using the SBCC Measured Term Contract.</p>
<p>Contract - start date.</p>	<p>1st October 2025</p>
<p>Contract - end date.</p>	<p>30th September 2029</p>
<p>Possible Extensions</p>	<p>No Extensions</p>
<p>Supplier</p>	<p>Markon UK Limited</p>
<p>How to use this contract</p>	<p>This contract is based on the Schedule of Rates, it is the responsibility of the service to ensure they are being quoted and invoiced the correct contract rates and follow the work order process detailed below:</p> <p> EDC20254212 TM Statement of Requir</p> <p>Work Order Process</p> <p>EDC service users will issue a Work Orders containing:</p> <ol style="list-style-type: none"> 1. The location of the TM requirements, plans of each individual site location will be provided. 2. A description of the Work. 3. Anticipated start date and duration. 4. Where required a site visit will be arranged. <p>The Contractor must return a Quotation to EDC officers using, within 48 hours of receipt of quotation request or site visit.</p> <p>The Quotation MUST include the item reference numbers, descriptions and rates as detailed within the Contract Schedule of Rates attached below:</p> <p> EDC20254212 Traffic Management</p> <p>A Work Order will be considered confirmed with the issue of a Purchase Order, Markon must not deliver services without a PO.</p>

Service users must raise a requisition using the Traffic Management catalogue in Fusion.

Search for the Item Reference codes from your quotation by following the Steps below:

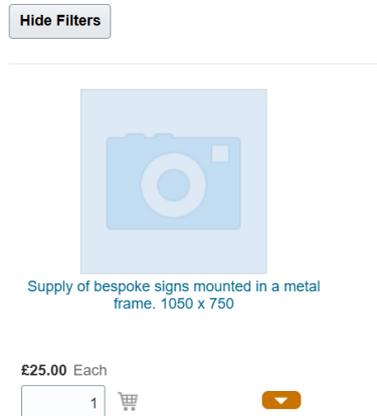
Select Purchase Requisitions from your Home page:



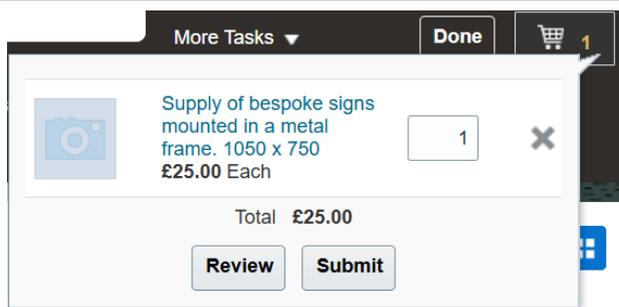
In the search bar paste the Item number from your quotation, and press the spy glass on the right-hand side of the box to search:



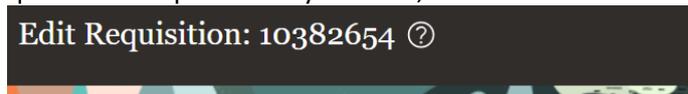
The item will appear, check that the description and price on the quotation matches the Fusion item, then update the quantity you require and select the shopping cart logo to add to your cart:



Keep adding the codes from the quotation until all items have been added and make sure the total value of your requisition matches the total value of the quotation. When you are ready press the shopping cart logo at the the top right hand side of the Fusion screen and select Review Order:



Overtyping the Description at the top left hand of the screen to include the quotation ref provided by Markon, the location of the TM and the planned dates:



Requisitioning BU EDC BU

* Description TM4245 Waterside Road Monday 25th to Friday 29th February

This information should also be pasted in the Note to Supplier section, where you can add any other relevant info and attach the quotation:

Notes and Attachments

Note to Supplier TM4245 Waterside Road Monday 25th to Friday 29th February

Attachments None

Complete all other relevant sections of the Requisition including your cost centre as per normal and then submit to your line manager for approval.

If any of the rates or descriptions do not match you should contact Mark Nelson at Markon to query, if required Mark will send an updated quotation.

If you have a requirement for an item which is not included within the SOR, please contact procurement@eastdunbarton.gov.uk

Using the catalogue is a quick and efficient requisition raising process and will allow service users to ensure framework rates are being applied.

Service users must inspect the location after TM works are complete, if equipment/signs are still remaining the Purchase Order will not be receipted for payment.

Key Contract Info:

The contractor must be given at least 7 days' notice of the start date.

Response time % enhancements for emergency Traffic Management services required within 24 and 72 hours are included within the schedule of rates. The Emergency Response % uplift will apply for the initial 7 days, after which the rates will revert to the standard rates.

	<p>The Contractor is required to attend a pre-start meeting for every project.</p> <p>The contractor must submit their Traffic Management Plan including site specific RAMS and where applicable Diversion Plan and resident/business notification letters within 48 of the pre-start meeting.</p> <p>The Traffic Management Plan shall indicate the locations and widths of pedestrian and vehicular routes, access routes to premises, locations and types of signing, provision for servicing of premises. Particular attention shall be paid to the signing of pedestrian routes, the signing of access to premises from the pedestrian routes and the means of ensuring access to premises.</p> <p>The contractor may be required to attend regular review meetings as required.</p> <p>EDC Officers will inspect Traffic Management service delivery to ensure compliance with the quotation/ PO and contract at stages, agreed at the Pre-start meeting.</p> <p>If it is identified that additional equipment is required once a PO has been issued either before or during a project, an updated quotation must be provided to EDC officers within 48 hours, additional services are only instructed once an updated or additional PO has been issued.</p> <p>The contractor is required to submit a daily report for each live Traffic Management Operation via e-mail to the named EDC Officer managing the project.</p> <p>When the project is completed, the supplier must ensure that all Traffic Management related equipment including barriers and signs have been removed within 48 hours.</p> <p>Invoices must clearly reference the Purchase Order issued and should be submitted at the end of a project or monthly for longer projects to:</p> <p>Broomhill eBilling Invoices Received BHeBill@eastdunbarton.gov.uk</p>
<p>Agreement Number</p>	<p>The agreement number is linked to the catalogue items in Fusion, you are unable to order Traffic Management from Markon without using the catalogue.</p>
<p>Supplier Contact Details</p>	<p>Mark Nelson (Contracts Manager) - 07795 977126 MNelson@markon.co.uk</p> <p>Aaron Munro (Division Manager) – 07824594203 AMunro@markon.co.uk</p> <p>Derek Munro (Contract Manager) – 07584701848 DMunro@markon.co.uk</p>
<p>Contract Variation Process</p>	<p>A contract variation process has been included in the contract to facilitate the inclusion of additional services or equipment during the term of the contract and</p>

	a price review on the 2nd Anniversary of the contract as detailed in Section 1, 8.7 Pricing of Tenders of this ITT Document. Please contact Procurement@Eastdunbarton.gov.uk
Contract Documents	If you are unable to open the documents imbedded in this file please contact Procurement@Eastdunbarton.gov.uk to access the following contract documents: EDC/2025/4212 Traffic Management Contract Specification EDC/2025/4212 Traffic Management Schedule of Rates