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Tender

## **Multi-Provider Framework Agreement for the Provision of Actuarial, Benefits and Governance Consultancy**

Norfolk County Council

Norfolk County Council(as administering authority for Norfolk Pension Fund)

Wolverhampton City Council (as Administering Authority of the West Midlands Pension Fund)

Environment Agency (as Administering Authority of the Environment Agency Pension fund)

Essex County Council (as Administering Authority of the Essex Pension Fund)

Flintshire County Council (as Administering Authority of the Clwyd Pension Fund)

Hampshire County Council (as Administering Authority of the Hampshire Pension Fund)

Lincolnshire County Council (as Administering Authority of the Lincolnshire County Council Pension Fund)

(The Mayor and Burgesses of the) London Borough of Hackney

Middlesbrough Council (as Administering Authority for Teesside Pension Fund)

South Yorkshire Pensions Authority

Surrey County Council (as Administering Authority of the Surrey Pension Fund)

Tameside Metropolitan Borough Council (as Administering Authority of the Greater Manchester Pension Fund)

Suffolk County Council (As Administering Authority of the Suffolk Pension Fund)

F02: Contract notice

Notice identifier: 2021/S 000-000612

Procurement identifier (OCID): ocds-h6vhtk-0289b8

Published 12 January 2021, 5:56pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Norfolk County Council

Martineau Lane

NORWICH

NR1 2DH

**Contact**

Julie Ward

**Email**

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

**Telephone**

+44 1603224320

**Country**

United Kingdom

**NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

<http://www.norfolk.gov.uk>

Buyer's address

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

**I.1) Name and addresses**

Norfolk County Council(as administering authority for Norfolk Pension Fund)

Norwich

**Email**

[pensions@norfolk.gov.uk](mailto:pensions@norfolk.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

<http://www.norfolkpensionfund.org>

**I.1) Name and addresses**

Wolverhampton City Council (as Administering Authority of the West Midlands Pension Fund)

Wolverhampton

**Email**

[pensionfundenquiries@wolverhampton.gov.uk](mailto:pensionfundenquiries@wolverhampton.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKG39 - Wolverhampton

**Internet address(es)**

Main address

<http://www.wmpfonline.com/pensionsportal>

**I.1) Name and addresses**

Environment Agency (as Administering Authority of the Environment Agency Pension fund)

Bristol

**Email**

[info@eapf.org.uk](mailto:info@eapf.org.uk)

**Country**

United Kingdom

**NUTS code**

UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

**Internet address(es)**

Main address

<http://www.eapf.org.uk>

**I.1) Name and addresses**

Essex County Council (as Administering Authority of the Essex Pension Fund)

Chelmsford

**Email**

[pensionenquiries@essex.gov.uk](mailto:pensionenquiries@essex.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKH3 - Essex

**Internet address(es)**

Main address

<http://www.essexpensionfund.co.uk/essex-pension-fund>

**I.1) Name and addresses**

Flintshire County Council (as Administering Authority of the Clwyd Pension Fund)

Mold

**Email**

[pensions@flintshire.co.uk](mailto:pensions@flintshire.co.uk)

**Country**

United Kingdom

**NUTS code**

UKL2 - East Wales

**Internet address(es)**

Main address

<http://www.clwydpensionfund.org.uk>

**I.1) Name and addresses**

Hampshire County Council (as Administering Authority of the Hampshire Pension Fund)

Winchester

**Email**

[pensions@hants.gov.uk](mailto:pensions@hants.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKJ3 - Hampshire and Isle of Wight

**Internet address(es)**

Main address

<https://www.hants.gov.uk>

**I.1) Name and addresses**

Lincolnshire County Council (as Administering Authority of the Lincolnshire County Council Pension Fund)

Lincoln

**Email**

[customer\\_services@lincolnshire.gov.uk](mailto:customer_services@lincolnshire.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKF3 - Lincolnshire

**Internet address(es)**

Main address

<http://www.lincolnshire.gov.uk>

**I.1) Name and addresses**

(The Mayor and Burgesses of the) London Borough of Hackney

London

**Email**

[pensions@hackney.gov.uk](mailto:pensions@hackney.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKI41 - Hackney and Newham

**Internet address(es)**

Main address

<https://hackneypension.co.uk>

### **I.1) Name and addresses**

Middlesbrough Council (as Administering Authority for Teesside Pension Fund)

Middlesbrough

#### **Email**

[pensionsunit@xpsgroup.com](mailto:pensionsunit@xpsgroup.com)

#### **Country**

United Kingdom

#### **NUTS code**

UKE2 - North Yorkshire

#### **Internet address(es)**

Main address

<https://www.xpsgroup.com>

### **I.1) Name and addresses**

South Yorkshire Pensions Authority

Barnsley

#### **Email**

[customerservices@sypa.org.uk](mailto:customerservices@sypa.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

<https://www.sypensions.org.uk>

**I.1) Name and addresses**

Surrey County Council (as Administering Authority of the Surrey Pension Fund)

Kingston Upon Thames

**Email**

[myhelpdeskpensions@surreycc.gov.uk](mailto:myhelpdeskpensions@surreycc.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKI63 - Merton, Kingston upon Thames and Sutton

**Internet address(es)**

Main address

<http://www.surreypensionfund.org>

**I.1) Name and addresses**

Tameside Metropolitan Borough Council (as Administering Authority of the Greater Manchester Pension Fund)

Droylsden

**Email**

[mail@gmpf.org.uk](mailto:mail@gmpf.org.uk)

**Country**

United Kingdom



**NUTS code**

UKD3 - Greater Manchester

**Internet address(es)**

Main address

<https://www.gmpf.org.uk>

**I.1) Name and addresses**

Suffolk County Council (As Administering Authority of the Suffolk Pension Fund)

Ipswich

**Email**

[pensions@suffolk.gov.uk](mailto:pensions@suffolk.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<https://www.suffolkpensionfund.org>

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

#### **I.4) Type of the contracting authority**

Regional or local authority

#### **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Multi-Provider Framework Agreement for the Provision of Actuarial, Benefits and Governance Consultancy

Reference number

NCCT41941

#### **II.1.2) Main CPV code**

- 66519600 - Actuarial services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Norfolk County Council (as administering authority of the Norfolk Pension Fund) on its own behalf and on behalf of the authorities listed in this notice wish to let a multi-provider framework agreement for the provision of Actuarial Services, Governance and Administration Support and Consultancy Services.

#### **II.1.5) Estimated total value**

Value excluding VAT: £350,000,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Actuarial Services

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 66519600 - Actuarial services

### **II.2.3) Place of performance**

NUTS codes

- UK - UNITED KINGDOM

### **II.2.4) Description of the procurement**

Actuarial services including but not limited to:

Actuarial calculations and modelling

Providing information and advice

Working with stakeholders

Reviewing processes, structures and policies

Supporting projects and provision of services

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

Contracts awarded under the framework may have a maximum total duration of 10 years. No contract awarded from the framework will be permitted to extend beyond 30 June 2035 and must be awarded during the term of the Framework.

Please note that there is no guarantee of work.

### **II.2) Description**

#### **II.2.1) Title**

Benefits Consultancy

Lot No

2

#### **II.2.2) Additional CPV code(s)**

- 66523000 - Pension fund consultancy services

#### **II.2.3) Place of performance**

NUTS codes

- UK - UNITED KINGDOM

#### **II.2.4) Description of the procurement**

Benefits Consultancy Services including but not limited to:

Providing information and advice

Working with stakeholders

Reviewing processes, structures and policies

Supporting projects and provision of services

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

Contracts awarded under the framework may have a maximum total duration of 10 years. No contract awarded from the framework will be permitted to extend beyond 30 June 2035 and must be awarded during the term of the Framework.

Please note that there is no guarantee of work.

## **II.2) Description**

### **II.2.1) Title**

## Governance Consultancy

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 66523000 - Pension fund consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - UNITED KINGDOM

### **II.2.4) Description of the procurement**

Governance Consultancy Services including but not limited to:

Providing information and advice

Working with stakeholders

Reviewing processes, structures and policies

Supporting projects and provision of services

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Contracts awarded under the framework may have a maximum total duration of 10 years. No contract awarded from the framework will be permitted to extend beyond 30 June 2035 and must be awarded during the term of the Framework.

Please note that there is no guarantee of work.

## **II.2) Description**

### **II.2.1) Title**

Funding Risk Advisory Services

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 66523000 - Pension fund consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - UNITED KINGDOM

### **II.2.4) Description of the procurement**

Funding Risk Advisory Services including but not limited to:

Advice on the integration of investment and funding strategy (along with covenant if applicable) e.g. funding level, by employer type, cashflow profile etc. Asset/Liability modelling to support any recommendations, with potential changes to strategy and rationale.

Advice, detailed covenant analysis and general support in assessing covenant risk and proactive engagement with employers in financial difficulties

Advice on risk budgets (in terms of ultimate objectives e.g. contributions tolerance) and flexing these as funding levels evolve.

Development of monitoring metrics and tools to track progress and keep stakeholders informed of progress against strategic objectives (mindful of risk parameters).

Provision and/or interpretation of scenario-based analysis aligned to possible risks and their outcomes.

Development of tools/frameworks to facilitate discussion with stakeholders on strategy change e.g. employer paths from entry to exit.

Advice and support on policy development and principles for use of ancillary risk management tools.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

Contracts awarded under the framework may have a maximum total duration of 10 years. No contract awarded from the framework will be permitted to extend beyond 30 June 2035 and must be awarded during the term of the Framework.

Please note that there is no guarantee of work.

## **II.2) Description**



### **II.2.1) Title**

Consultancy Services to Support Specialist Projects

Lot No

5

### **II.2.2) Additional CPV code(s)**

- 66523000 - Pension fund consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - UNITED KINGDOM

### **II.2.4) Description of the procurement**

Discrete pieces of specialist, pensions-related work including, but not limited to:

LGPS asset management restructuring ("asset pooling")

Change management

Project management

Regulatory and best practice compliance reviews (including, but not limited to, compliance with MHCLG and The Pensions Regulator requirements)

Data Quality, Validation Audits and improvement support

Support for bulk exercises e.g. trivial commutation data cleansing, frozen refund tracing

AVC Reviews and Advice

Employer covenant analysis and funding policy implications where appropriate

Pensions taxation advice, including support on annual and lifetime allowance calculations

Reviews and guidance on structures and their effectiveness

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

Contracts awarded under the framework may have a maximum total duration of 10 years. No contract awarded from the framework will be permitted to extend beyond 30 June 2035 and must be awarded during the term of the Framework.

Please note that there is no guarantee of work.

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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### **Section IV. Procedure**

## **IV.1) Description**

### **IV.1.1) Type of procedure**

Open procedure

### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

## **IV.2) Administrative information**

### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 017-036611](#)

### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

22 February 2021

Local time

10:00am

### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

### **IV.2.7) Conditions for opening of tenders**

Date

22 February 2021

Local time

10:05am

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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

This procurement will be managed electronically via the Council's eProcurement system. To participate in this procurement, applicants must first be registered on the system at <https://in-tendhost.co.uk/norfolkcc> Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/asp/BUYERPROFILES>. Once registered you will be able to see the procurement project under the 'tenders' section and 'express an interest' to view the documentation. If you encounter any difficulties whilst using the system you can contact the InTend support team by phoning +44 8442728810 or emailing mail to: [support@in-tend.co.uk](mailto:support@in-tend.co.uk)?subject=TED (if you at already registered there is no need to re-register). The framework agreement is being let by Norfolk County Council as the contracting authority and can be used by:

- Norfolk County Council and its agents
- Any successor body to the Council including any company formed by the Council to carry out its Norfolk Pension Fund functions
- Any organisation the Council outsources its Norfolk Pension Fund requirements to
- Any public body with which the Council enters into pooling arrangements for the provision of its Norfolk Pension Fund services.

Norfolk County Council is working jointly with the following authorities, who have expressed an intention to procure services under the framework (including itself):

- Norfolk County Council (as Administering Authority of Norfolk Pension Fund).
- Wolverhampton City Council (as Administering Authority of the West Midlands Pension Fund)
- Environment Agency (as Administering Authority of the Environment Agency Pension fund)
- Essex County Council (as Administering Authority of the Essex Pension Fund)
- Flintshire County Council (as Administering Authority of the Clwyd Pension Fund)

- Hampshire County Council (as Administering Authority of the Hampshire Pension Fund)
- Lincolnshire County Council (as Administering Authority of the Lincolnshire County Council Pension Fund)
- (The Mayor and Burgesses of the) London Borough of Hackney
- Middlesbrough Council (as Administering Authority for Teesside Pension Fund)
- South Yorkshire Pensions Authority
- Suffolk County Council (As Administering Authority of the Suffolk Pension Fund)
- Surrey County Council (as Administering Authority of the Surrey Pension Fund)
- Tameside Metropolitan Borough Council (as Administering Authority of the Greater Manchester Pension Fund)

In addition to those listed above, the framework may also be used by:

- any LGPS administering authorities as defined in the Local Government Pension Scheme Regulations 2013 (SI 2013/2356) (as amended) including the Firefighters' Pension Scheme and Police Pension Schemes and any of their participating employing authorities, or in relation to the LGPS in Scotland, any administering authority and any of their Scheme employers as defined in the Local Government Pension Scheme (Scotland) Regulations 2018 (SSI 2018/141) (as amended) ;
- (NILGOSC in Northern Ireland and employing authorities as defined in the Local Government Pension Scheme Regulations (Northern Ireland) 2014 (SRNI 2014/188) (as amended)
- the Board of the Pension Protection Fund; ([www.ppf.co.uk](http://www.ppf.co.uk))
- Local Government Association
- any other administering authority or organisation of a public sector pension scheme or any public sector body or that requires pension related services;
- any common asset pool or collective investment vehicle established by or on behalf of an administering authority or group of administering authorities; or
- any bodies, organisations or companies established by them for the purpose of operating on a collective basis.

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Norfolk County Council

Norwich

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Public Contracts Regulations 2015 (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Proceedings must be brought within 30 days from the date of knowledge (the date on which the economic operator first knew or ought to have known that grounds for starting the proceedings had arisen) unless the Court considers that there is good reason for extending the period within which proceedings may be brought, in which case the Court may extend that period up to a maximum of 3 months from the date of knowledge.