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Tender

CCP005 Provision of Salary Sacrifice Shared Cost Additional Voluntary Contributions Scheme Service

Derbyshire County Council

F02: Contract notice

Notice identifier: 2021/S 000-001336

Procurement identifier (OCID): ocds-h6vhtk-028c8e

Published 22 January 2021, 12:57pm

Section I: Contracting authority

I.1) Name and addresses

Derbyshire County Council

Chatsworth Hall

Matlock

DE4 3FW

Contact

Miss Carlyne Knott

Email

carolyne.knott@derbyshire.gov.uk

Telephone

+44 1629536874

Country

United Kingdom

NUTS code

UKF1 - Derbyshire and Nottinghamshire

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://www.eastmidstenders.org>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.eastmidstenders.org>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

CCP005 Provision of Salary Sacrifice Shared Cost Additional Voluntary Contributions Scheme Service

Reference number

DN521822

II.1.2) Main CPV code

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.1.3) Type of contract

Services

II.1.4) Short description

Derbyshire County Council is seeking a Salary Sacrifice Service Provider with the expertise and proven experience of implementing and managing a Salary Sacrifice Shared Cost Additional Voluntary Contributions Scheme for employees that will maximise National Insurance contributions savings for both employees and the local authority through the salary sacrifice arrangement.

II.1.5) Estimated total value

Value excluding VAT: £260,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKF1 - Derbyshire and Nottinghamshire

II.2.4) Description of the procurement

Derbyshire County Council is seeking a Salary Sacrifice Service Provider with the expertise and proven experience of implementing and managing a Salary Sacrifice Shared Cost Additional Voluntary Contributions Scheme for employees that will maximise National Insurance contributions savings for both employees and the local authority through the salary sacrifice arrangement.

II.2.5) Award criteria

Quality criterion - Name: Quality / Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

There are options to extend for up to 2 additional 12 month periods.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Please see tender documentation

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

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: Yes

IV.2) Administrative information

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

Date

24 February 2021

Local time

11:00am

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

24 February 2021

Local time

11:00am

Place

Derbyshire

Information about authorised persons and opening procedure

Senior Officer of the Council

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Derbyshire County Council

Chatsworth Hall

Matlock

DE4 3FW

Email

procurement@derbyshire.gov.uk

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Derbyshire County Council

Chatsworth Hall

Matlock

DE4 3FW

Email

procurement@derbyshire.gov.uk

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Derbyshire County Council will incorporate a minimum 10 calendar days (or 15 if non-electronic or fax methods used) standstill period at the point information on the award of the contract is communicated to the relevant economic operators. Debriefing by the Council shall be in accordance with the Public Contracts Regulation 2015 (as amended) (the Regulations). Such information should be requested from the addressee in Section 1.1. If an appeal regarding the award of the contract has not been successfully resolved the Regulations provide for the aggrieved parties who are of the opinion that they have been harmed or are at risk of harm by a breach of the Regulations, to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought as soon as possible.