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Tender

Approved Providers List for the provision of Direct Payments Payroll Services

Conwy County Borough Council
Denbighshire County Council

F02: Contract notice

Notice identifier: 2021/S 000-001768

Procurement identifier (OCID): ocids-h6vhtk-028e3e

Published 28 January 2021, 4:32pm

Section I: Contracting authority

I.1) Name and addresses

Conwy County Borough Council

Bodlondeb, Bangor Road

Conwy

LL32 8DU

Email

anita.williams@conwy.gov.uk

Telephone

+44 1492574000

Country

United Kingdom

NUTS code

UKL13 - Conwy and Denbighshire

Internet address(es)

Main address

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

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0389

I.1) Name and addresses

Denbighshire County Council

Wynnstay Road

Ruthin

LL15 1YN

Email

procurement@denbighshire.gov.uk

Telephone

+44 1824712612

Country

United Kingdom

NUTS code

UKL13 - Conwy and Denbighshire

Internet address(es)

Main address

www.denbighshire.gov.uk

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0280

I.2) Information about joint procurement

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law

Conwy County Borough Council and Denbighshire County Council.

I.3) Communication

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

www.sell2wales.gov.wales

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.sell2wales.gov.wales

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

www.sell2wales.gov.wales

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

Approved Providers List for the provision of Direct Payments Payroll Services

II.1.2) Main CPV code

- 85300000 - Social work and related services

II.1.3) Type of contract

Services

II.1.4) Short description

Conwy County Borough Council in collaboration with Denbighshire County Council wish to establish an Approved Providers List for Direct Payment Recipients to allow them to requests payroll, pensions, managed accounts and pre-paid cards services.

II.1.5) Estimated total value

Value excluding VAT: £900,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85300000 - Social work and related services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

Main site or place of performance

The Service will be delivered across Conwy and Denbighshire

II.2.4) Description of the procurement

The procurement aims to establish an Approved Providers List in order to assist Direct Payment Recipients living in independently and exercising their choice and control.

The Councils wish to support the uptake of Direct Payments in their area which requires an effective and efficient payroll service to work alongside the existing internal Direct Payment support services.

The service is to support and enable Direct Payment Recipients in carrying out payroll (and associated administration services for managed accounts) in relation to their Direct Payment monies.

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

Yes

Description of renewals

The contract will be opened to tender/new entrants

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.1.2) 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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 6

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

Date

1 March 2021

Local time

9:00am

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

English, Welsh

IV.2.7) Conditions for opening of tenders

Date

1 March 2021

Local time

11:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: In 4 years time

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=107735.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.sell2wales.gov.wales/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

As set out in the contract.

(WA Ref:107735)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom