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Planning

## **Employee Benefits**

Ministry of Justice

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-001891

Procurement identifier (OCID): ocds-h6vhtk-039967

Published 20 January 2023, 3:49pm

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

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

Ministry of Justice

5 Wellington Place

Leeds

LS1 4AP

#### **Email**

[MoJProcurementPersonnel@Justice.gov.uk](mailto:MoJProcurementPersonnel@Justice.gov.uk)

#### **Telephone**

+44 02033343555

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.gov.uk/government/organisations/ministry-of-justice](http://www.gov.uk/government/organisations/ministry-of-justice)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Ministry or any other national or federal 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**

Employee Benefits

**II.1.2) Main CPV code**

- 75310000 - Benefit services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

The Ministry of Justice is in the early stages of a project gathering more intelligence about the current market and products and services available. A market engagement day will be held allowing suppliers to have an opportunity to show their current services and offerings for an Employee Discount Scheme, Reward and Recognition scheme and Salary Sacrifice Scheme. The Ministry of Justice currently has 91,557

employees and all employees would be entitled to use these schemes. Part of the registration will be to complete a market intelligence exercise via a survey.

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

Value excluding VAT: £2,000,000

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

This contract is divided into lots: No

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

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

- 18530000 - Presents and rewards
- 75310000 - Benefit services

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

NUTS codes

- UK - United Kingdom

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

The Ministry of Justice is in the early stages of a project gathering more intelligence about the current market and products and services available. A market engagement day will be held allowing suppliers to have an opportunity to show their current services and offerings for an Employee Discount Scheme, Reward and Recognition scheme and Salary Sacrifice Scheme. The Ministry of Justice currently has 91,557

employees and all employees would be entitled to use these schemes. Part of the registration will be to complete a market intelligence exercise via a survey.

The MoJ will hold the market engagement day on the 22nd and 23rd February 2023 in Leeds city centre. A supplier information pack containing further details on this project will be sent out to those who are interested in attending the market engagement.

Please complete the following survey to express an interest and register for this event.

<https://www.surveymonkey.co.uk/r/8KD5NBY>

The closing date for this is 17:00 on 10/02/2023.

This notice is for Information only and the Authority reserves the right to not proceed to tender. Additionally the Authority (MoJ) reserves the right to discontinue the tendering process and not to award the contract. The information contained in this notice, including information relating to the nature and scope of the requirements, the estimated value, the service classification of this requirement or the list of CPV codes, is only indicative of current thinking and is neither exhaustive nor binding and the Authority reserves the right at its absolute discretion to amend it at the time of issue of any further notice or notices or at any other time. The publication of this notice in no way obliges the Authority to commence any competitive tender process. The Authority is not/shall not be liable for any costs incurred by those

expressing an interest in participating in this market engagement exercise. Any contracts are subject to the relevant legal and Cabinet Office controls and policies.

This lot may be combined or separated into a different lotting structures depending on the output of the market engagement event. The Authority reserves the right to source items included through other means (e.g.an existing contract or framework).

### **II.3) Estimated date of publication of contract notice**

20 January 2023

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## **Section IV. Procedure**

### **IV.1) Description**

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

The procurement is covered by the Government Procurement Agreement: Yes