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Contract

## **The Highland Council - Sheriff Officer Services**

The Highland Council

F03: Contract award notice

Notice identifier: 2025/S 000-002009

Procurement identifier (OCID): ocds-h6vhtk-02aba1

Published 21 January 2025, 12:38pm

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

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

The Highland Council

Council Headquarters, Glenurquhart Road

Inverness

IV3 5NX

#### **Contact**

Brian Murison

#### **Email**

[cpssprocurement@aberdeencity.gov.uk](mailto:cpssprocurement@aberdeencity.gov.uk)

#### **Telephone**

+44 1463702337

#### **Country**

United Kingdom

**NUTS code**

UKM6 - Highlands and Islands

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00045](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00045)

**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**

The Highland Council - Sheriff Officer Services

Reference number

HC/FIN/SHERIFF/2021

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

- 79940000 - Collection agency services

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

Services

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

The Highland Council require Sheriff Officer Service for collection of Council Tax, Non-Domestic Rates, Sundry Debt and Parking Fines and provision of Housing Services.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,205,617

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

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

- 79940000 - Collection agency services

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Highland Council area

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

Sheriff Officer Services including collection of unpaid taxes and housing services.

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

Quality criterion - Name: Key Resources / Weighting: 20

Quality criterion - Name: Collection Methodology / Weighting: 30

Quality criterion - Name: Collaboration between Council and Supplier / Weighting: 20

Quality criterion - Name: Collection Fairness / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

Quality criterion - Name: Ethical Collection / Weighting: 10

Price - Weighting: 20

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

Options: Yes

Description of options

Option to extend by up to 24 months

#### **II.2.13) Information about European Union Funds**

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

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

Registered Sheriff Officers

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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: Yes

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

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

Notice number: [2021/S 000-009264](#)

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## **Section V. Award of contract**

### **Contract No**

HC/FIN/SHERIFF/2021

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

30 July 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Scott & Co (Scotland) LLP

279 Bath Street

Glasgow

G2 4JL

Telephone

+44 01314778900

Country

United Kingdom

NUTS code

- UKM82 - Glasgow City

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £1,205,617

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Selection Criteria - Must be a registered Sheriff Officer.

(SC Ref:788316)

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

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

The Inverness Justice Centre

Longman Road

Inverness

IV1 1AH

Country

United Kingdom