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Contract

## **ID 5228342 - DoJ - Provision of Secure Courier Services**

DoJ - Department of Justice  
Legal Services Agency Northern Ireland  
Northern Ireland Policing Board  
Police Ombudsman Northern Ireland  
Police Retraining and Rehabilitation Trust  
Northern Ireland Police Fund  
Probation Board for Northern Ireland

F03: Contract award notice  
Notice identifier: 2025/S 000-002064  
Procurement identifier (OCID): ocids-h6vhtk-049810  
Published 21 January 2025, 3:51pm

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

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

DoJ - Department of Justice  
  
c/o CPD, 303 Airport Road West  
  
BELFAST  
  
BT3 9ED

#### **Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.justice-ni.gov.uk/>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

**I.1) Name and addresses**

Legal Services Agency Northern Ireland

8 Laganbank Road

Belfast

BT1 3BN

**Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.justice-ni.gov.uk/topics/legal-aid/legal-services-agency-northern-ireland>

Buyer's address

<https://www.finance-ni.gov.uk/topics/>

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

Northern Ireland Policing Board

31 Clarendon Road

Belfast

BT1 3BG

### **Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

UK - United Kingdom

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

Main address

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

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

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

Police Ombudsman Northern Ireland

New Cathedral Buildings, Writers' Square, 11 Church Street

Belfast

BT1 1PG

**Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.policeombudsman.org/>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

**I.1) Name and addresses**

Police Retraining and Rehabilitation Trust

100 Belfast Road

Hollywood

BT18 9QY

**Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

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

Main address

<https://www.prrt.org/>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

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

Northern Ireland Police Fund

Maryfield Complex, 100 Belfast Road

Hollywood

BT18 9QY

### **Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

UK - United Kingdom

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

Main address

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

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

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

Probation Board for Northern Ireland

80 - 90 North Street

Belfast

BT1 1LD

### **Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

UK - United Kingdom

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

Main address

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

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

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

The contract involves joint procurement

The contract is awarded by a central purchasing body

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

Body governed by public law

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

General public services

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## **Section II: Object**

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

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

ID 5228342 - DoJ - Provision of Secure Courier Services

Reference number

ID 5228342

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

- 64120000 - Courier services

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

Services

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

The Department of Justice (DoJ) (the Buyer) wishes to establish a contract for the Provision of Secure Courier Services to the DoJ, its agencies and NDPBs. Please refer to the Specification for full details of the requirement.

#### **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: £300,000

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

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

- 64120000 - Courier services

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

NUTS codes

- UKN - Northern Ireland

Main site or place of performance

Locations as detailed in the Specification.

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

The Department of Justice (DoJ) (the Buyer) wishes to establish a contract for the Provision of Secure Courier Services to the DoJ, its agencies and NDPBs. Please refer to the Specification for full details of the requirement.

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

Quality criterion - Name: AC1 Service Delivery / Weighting: 24

Quality criterion - Name: AC2 Security Arrangements / Weighting: 16.8

Quality criterion - Name: AC3 Contract Management, KPI Monitoring and Contingency Planning / Weighting: 9

Quality criterion - Name: AC4 Social Value / Weighting: 10.2

Price - Weighting: 40

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

Options: Yes

Description of options

The initial period will be for 3 years with 2 optional extension periods of 12 months each

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

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



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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: [2024/S 000-028296](#)

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

### **Contract No**

1

### **Title**

DoJ - Provision of Secure Courier Services

A contract/lot is awarded: Yes

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

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

21 January 2025

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

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: 2

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

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

Information withheld for security reasons

Information withheld for security reasons

Email

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

Country

United Kingdom

NUTS code

- UK - United Kingdom

Internet address

<https://www.finance-ni.gov.uk/topics/procurement>

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £300,000

Total value of the contract/lot: £300,000

## Section VI. Complementary information

### VI.3) Additional information

Please note that information relating to contractors engaged by the Northern Ireland Department of Justice, and associated bodies, is not published in any publicly accessible forum or publication. This is to protect such contractors, whose security and safety could be threatened by dissident terrorist organisations still active in Northern Ireland if their details became known. This is consistent with Regulation 50(6)(a).. . The contract value listed is a broad estimate only and includes additional quantum for unforeseen demand and to future proof for additional potential. There is no guarantee of any level of business under this contract. The estimate is not deemed to be a condition of contract nor a guarantee of minimum demand or uptake. No compensation will be payable to a contractor should the actual demand be less than that stated. . . Contract Monitoring: The successful contractors' performance on this contract will be managed as per specification and regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in Construction and Procurement Delivery for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a notice of written warning and notice of unsatisfactory performance and this contract may be terminated. The issue of a notice of written warning and notice of unsatisfactory performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of up to 3 years. from the date of issue of the notice.

### VI.4) Procedures for review

#### VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

N/A

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

CPD complied with the Public Contracts Regulations 2015, and incorporated a standstill period (i.e a minimum of 10 calendar days) at the point information on the awards of the contracts was communicated to tenderers. Those notifications provided full information on the award decision. This provided time for unsuccessful tenderers to challenge the award decision before the contracts were entered into.