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Tender

PROVISION OF CONSULTANCY SERVICES FOR RATING VALUATION PURPOSES (Rating Appeals)

Powys County Council

F02: Contract notice

Notice identifier: 2021/S 000-003618

Procurement identifier (OCID): ocds-h6vhtk-02958a

Published 23 February 2021, 5:24pm

Section I: Contracting authority

I.1) Name and addresses

Powys County Council

County Hall

Llandrindod Wells

LD1 5LG

Email

mary.salmon@powys.gov.uk

Telephone

+44 01597826000

Country

United Kingdom

NUTS code

UKL24 - Powys

Internet address(es)

Main address

www.powys.gov.uk

Buyer's address

www.powys.gov.uk

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://etenderwales.bravosolution.co.uk/home.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/home.html>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

PROVISION OF CONSULTANCY SERVICES FOR RATING VALUATION PURPOSES
(Rating Appeals)

II.1.2) Main CPV code

- 70332200 - Commercial property management services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of professional advice with regards the Council's liability for business rates to ensure that each individual hereditament is correctly assessed and that all appropriate exemptions are applied by the Council.

II.1.5) Estimated total value

Value excluding VAT: £200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKL24 - Powys

II.2.4) Description of the procurement

Submission of Rating Appeals on existing assessments including all professional services related to the settlement of appeal including when required attendance at Valuation Tribunal. To include all applicable reliefs and appeals ie material change in circumstances, s44a reliefs and Covid 19 appeals.

Provision of professional advice with regards calculating an estimate of the Rateable Value of a new hereditament eg new school based on pre-construction drawings.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This commission is limited to the current 2017 Rating List and the proposed 2023 Rating list (or any such alternative Rating list issued by the Valuation Office Agency if this is delayed). All appeals submitted should be settled no later than 5 years from the date of submission.

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 refer to the 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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please refer to the Tender Documentation

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

25 March 2021

Local time

12:00pm

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

English, Welsh

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

25 March 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

VI.3) Additional information

Instructions for Suppliers – Registration on etenderwales

Powys County Council will be conducting this procurement exercise through the e-Tendering portal. This can be found at

etenderwales.bravosolution.co.uk, all information may be downloaded and returned through this channel.

Internet address(es): <http://etenderwales.bravosolution.co.uk>

Suppliers Instructions How to Express Interest in this Tender

1. Register your company on the eTenderwales portal (this is only required once)

- Browse to the eSourcing Portal: <https://etenderwales.bravosolution.co.uk>
- Click the “Click here to register” link
- Accept the terms and conditions and click “continue”
- Enter your correct business and user details
- Note the username you chose and click “Save” when complete
- You will shortly receive an email with your unique password (please keep this secure)

2. Express an Interest in the tender

- Login to the portal with the username/password
- Click the “Open Access ITTs” link.

- Click on the relevant ITT to access the content.
- Click the “Express Interest” button in the “Actions” box on the left-hand side of the page.
- This will move the ITT into your “My ITTs” page. (This is a secure area reserved for your projects only)
- Click on the ITT code, you can now access any attachments by clicking the “Settings and Buyer Attachments” in the

“Actions” box

3. Responding to the tender

- You can now choose to “Reply” or “Reject” (please give a reason if rejecting)
- You can now use the ‘Messages’ function to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the onscreen instructions to complete the ITT
- There may be a mixture of online & offline actions for you to perform (there is detailed online help available)

If you require any further assistance use the online help, or the BravoSolution help desk is available Mon – Fri (8am – 6pm) on:

- eMail: help@bravosolution.co.uk
- Phone: 0800 368 4850 / Fax: 020 7080 0480

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=108236

(WA Ref:108236)

VI.4) Procedures for review

VI.4.1) Review body

The High Court

The Royal Courts Of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom