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Planning

## **Lincolnshire - Council Tax - Continuous Single Person Discount Review**

Lincolnshire County Council

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-004319

Procurement identifier (OCID): ocids-h6vhtk-03177b

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

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

Lincolnshire County Council

Orchard House, Orchard Street

Lincoln

LN1 1BA

#### **Contact**

Mr Dan Charlesworth

#### **Email**

[dan.charlesworth@lincolnshire.gov.uk](mailto:dan.charlesworth@lincolnshire.gov.uk)

#### **Country**

United Kingdom

**NUTS code**

UKF3 - Lincolnshire

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

**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**

Lincolnshire - Council Tax - Continuous Single Person Discount Review

Reference number

DN596975

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

- 72300000 - Data services

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

Services

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

Lincolnshire County Council and the seven Lincolnshire District Councils are looking to procure a supply partner who will provide a fully managed Single Persons Discount (SPD) Council Tax continuous review and referral service throughout each year of the contract.

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

This contract is divided into lots: No

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

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

- 66000000 - Financial and insurance services
- 72300000 - Data services

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

NUTS codes

- UKF3 - Lincolnshire

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

Lincolnshire County Council and the seven Lincolnshire District Councils have traditionally

contracted to undertake periodic 'Bulk reviews' of their Single Person Discount Council Tax review. It is believed a move to a continuous rolling review will help increase revenue

Before making the change, LCC wish to undertake market engagement with interest parties to test assumptions and to help shape a mutually beneficial commercial model. Interested parties are invited to request a Teams virtual meeting with LCC anticipated to take place on the 1st March 2022 (on a first come first served basis) or they will have the option to complete a questionnaire instead.

Engagement will focus on areas such as determining a fair approach to pricing, the attractiveness of a revenue target, ability to tailor processes to different authority partners etc.

It is expected any resulting procurement will be conducted on an open basis but this will be determined following the conclusion of the market engagement exercise

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

This contract is subject to renewal

Yes

Description of renewals

The contract is anticipated to last 4 to 5 years so renewal options will be explored approximately 6-12 months prior to the contract expiry date

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

20 May 2022

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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