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Tender

R5721 Remote Processing Service

London Borough of Tower Hamlets

London Borough of Brent

London Borough of Bexley

London Borough of Harrow

London Borough of Lambeth

London Borough of Ealing

Royal Borough of Greenwich,

London Borough of Waltham Forest

London Borough of Redbridge

London Borough of Lewisham

F02: Contract notice

Notice identifier: 2021/S 000-004749

Procurement identifier (OCID): ocds-h6vhtk-0299fe

Published 9 March 2021, 5:17pm

Section I: Contracting authority

I.1) Name and addresses

London Borough of Tower Hamlets

Mulberry Place, 5 Clove Crescent, Town Hall

London

E14 2BG

Contact

Mr Neil Ward

Email

Neil.Ward@towerhamlets.gov.uk

Telephone

+44 2073645000

Country

United Kingdom

NUTS code

UKI - LONDON

Internet address(es)

Main address

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

Buyer's address

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

I.1) Name and addresses

London Borough of Brent

BrentCivic Offices, Engineers Way, Wembley

Wembley

HA9 0FJ

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UKI - LONDON

Internet address(es)

Main address

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

I.1) Name and addresses

London Borough of Bexley

Erith Town Hall, Walnut Tree Road, Erith,

Kent

DA8 1TL

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

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

I.1) Name and addresses

London Borough of Harrow

Harrow Civic Centre, Station Road

London

HA1 2DT

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

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

I.1) Name and addresses

London Borough of Lambeth

18 Brixton Hill

London

SW2 1RL

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

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

I.1) Name and addresses

London Borough of Ealing

Perceval House, 14-16 Uxbridge Road

Ealing

W5 2HL

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://www.ealing.gov.uk/site/>

I.1) Name and addresses

Royal Borough of Greenwich,

Revenues and Benefits Services, The Woolwich Centre, 35 Wellington Street

London

SE18 6HQ

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<http://www.royalgreenwich.gov.uk/site/>

I.1) Name and addresses

London Borough of Waltham Forest

Town Hall, Forest Road

London

E17 4JF

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

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

I.1) Name and addresses

London Borough of Redbridge

Lynton House, 255-259 High Road

Ilford

IG1 1NN

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

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

I.1) Name and addresses

London Borough of Lewisham

Lawrence House, Catford

London

SE6 4RU

Email

Neil.Ward@towerhamlets.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://lewisham.gov.uk/>

I.2) Information about joint procurement

The contract involves joint procurement

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

Tenders or requests to participate must be submitted electronically via

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

R5721 Remote Processing Service

Reference number

DN529656

II.1.2) Main CPV code

- 75100000 - Administration services

II.1.3) Type of contract

Services

II.1.4) Short description

Lot 1 Processing workload of claims for Revenues; for Housing Benefits; for Council Tax Support or Council Tax Reduction; for other local welfare payments; free School Meals; Local Authority educational grants; Local Authority social care calculations; determinations in respect of Social Fund Payments or similar; and determinations in respect of any other means tested benefit calculations which may be the responsibility of the Council & its partners;

Lot 2 Specialist Enforcement Services covering, High Court and County Court enforcement services including, Recovery of debt; Tracing services; Location of assets and asset recovery/realisation services; Registration of debts against property assets; charging orders and similar; Insolvency services.

Lot 3 Accounts Payable, Payments, and Contract audit services which includes Complete a review of Council ledgers to identify, report and recover any amounts due to the Council by reason of; credit notes of credits due to the Council; payment errors; and VAT errors.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot 1 Remote Processing Framework

Lot No

1

II.2.2) Additional CPV code(s)

- 75310000 - Benefit services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

II.2.4) Description of the procurement

Lot 1 Remote processing workload of claims for Revenues; for Housing Benefits; for Council Tax Support or Council Tax Reduction; for other local welfare payments; free School Meals; Local Authority educational grants; Local Authority social care calculations; determinations in respect of Social Fund Payments or similar; and determinations in respect of any other means tested benefit calculations which may be the responsibility of the Council & its partners;

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Maximum number: 5

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

II.2) Description

II.2.1) Title

Lot 2 Specialist Enforcement Services

Lot No

2

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

II.2.4) Description of the procurement

Lot 2 Specialist Enforcement Services covering, High Court and County Court enforcement services including, Recovery of debt; Tracing services; Location of assets and asset recovery/realisation services; Registration of debts against property assets; charging orders and similar; Insolvency services.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

No

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

II.2) Description

II.2.1) Title

Lot 3 Accounts Payable, Payments, and Contract audit services

Lot No

3

II.2.2) Additional CPV code(s)

- 79212000 - Auditing services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

II.2.4) Description of the procurement

Lot 3 Accounts Payable, Payments, and Contract audit services which includes Complete a review of Council ledgers to identify, report and recover any amounts due to the Council by reason of; credit notes of credits due to the Council; payment errors; and VAT errors.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

No

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.1.2) 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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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

9 April 2021

Local time

12:00pm

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

The following customers will be permitted to use this framework agreement:

All London Local Authorities as defined www.directory.londoncouncils.gov.uk

All Billing Authorities - England and Wales: <https://www.local.gov.uk/our-support/guidance-and-resources/communications-support/digital-councils/social-media/go-further/a-z-councils-online>

All registered Social Landlords : List of registered providers – 23 February 2021 - GOV.UK (www.gov.uk)

VI.4) Procedures for review

VI.4.1) Review body

London Borough of Tower Hamlets, Mulberry Place, 5 Clove Crescent

London

E14 2BG

Country

United Kingdom