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Tender

Provision of Sole Pension Trustee and Secretarial Services

OFCOM

F02: Contract notice

Notice identifier: 2021/S 000-005001

Procurement identifier (OCID): ocids-h6vhtk-029afa

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Section I: Contracting authority

I.1) Name and addresses

OFCOM

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London

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Contact

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Email

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Telephone

+44 02079813000

Country

United Kingdom

NUTS code

UKI - LONDON

Internet address(es)

Main address

<https://ofcom.bravosolution.co.uk>

Buyer's address

<https://ofcom.bravosolution.co.uk>

I.3) Communication

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

<https://ofcom.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ofcom.bravosolution.co.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Other type

UK National Communications Regulator

I.5) Main activity

Other activity

UK National Communications Regulator

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Sole Pension Trustee and Secretarial Services

Reference number

C20200663

II.1.2) Main CPV code

- 66520000 - Pension services

II.1.3) Type of contract

Services

II.1.4) Short description

Ofcom has a requirement for a professional pensions trustee to take over from the retiring Board of Trustees the running of the Ofcom (former ITC) Staff Pension Plan ('the Plan') in an effective and efficient manner, balancing the interests of members and Ofcom as required by the Trust Deed and the law. In addition, experienced secretarial support services are required for both the ITC Plan and the Ofcom Defined Benefit Pension Plan ('the Ofcom Plan').

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 79412000 - Financial management consultancy services

II.2.3) Place of performance

NUTS codes

- UKI - LONDON

II.2.4) Description of the procurement

Ofcom has a requirement for a professional pensions trustee to take over from the retiring Board of Trustees the running of the Ofcom (former ITC) Staff Pension Plan ('the Plan') in an effective and efficient manner, balancing the interests of members and Ofcom as required by the Trust Deed and the law. In addition, experienced secretarial support services are required for both the ITC Plan and the Ofcom Defined Benefit Pension Plan ('the Ofcom Plan').

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

60

This contract is subject to renewal

Yes

Description of renewals

Options to extend the contract at Ofcom's sole discretion for three further periods, 2 of 24 months and 1 of 12 months.

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

The criteria is set out in the procurement documents

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

Options to extend the contract at Ofcom's sole discretion for three further periods, 2 of 24 months and 1 of 12 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

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.1.8) 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

12 April 2021

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

30 April 2021

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

English

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

Duration in months: 4 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

High Court of Justice of England and Wales

London

Country

United Kingdom