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Tender

Payment Card Services

The Association of North East Councils, trading as NEPO

F02: Contract notice

Notice identifier: 2022/S 000-005060

Procurement identifier (OCID): ocids-h6vhtk-031a60

Published 23 February 2022, 12:53pm

Section I: Contracting authority

I.1) Name and addresses

The Association of North East Councils, trading as NEPO

Northern Design Centre Abbots Hill, Baltic , Business Quarter

Gateshead

NE8 3ADF

Email

corporate.services@nepo.org

Telephone

+44 1916380040

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.nepo.org

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.nepo.org

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.nepo.org

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

Payment Card Services

Reference number

NEPO505

II.1.2) Main CPV code

- 66000000 - Financial and insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

NEPO is the lead organisation for this opportunity, working in collaboration with ESPO and YPO to establish a multi-supplier, multi-lot Framework Contract for the provision of Prepaid Card Accounts, Commercial Procurement Cards and other related services provided by payment solution providers. The Framework Contract will be divided into the following lots:

Lot 1: Prepaid Payments

Lot 2 : Corporate Payments

The future Framework Contract will replace the preceding NEPO505 Prepaid Cards Framework Contract which expired on 8.01.2022.

II.1.5) Estimated total value

Value excluding VAT: £6,053,000,000

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

Prepaid Payments

Lot No

1

II.2.2) Additional CPV code(s)

- 30160000 - Magnetic cards
- 48812000 - Financial information systems
- 66000000 - Financial and insurance services
- 72212440 - Financial analysis and accounting software development services
- 75200000 - Provision of services to the community
- 75300000 - Compulsory social security services
- 79211120 - Sales and purchases recording services
- 79211200 - Compilation of financial statements services
- 79412000 - Financial management consultancy services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Prepaid Card Accounts operate similar to a standard UK bank account, including sort codes and account numbers as well as the option to withdraw cash from an ATM, make regular payments, pay vendors and receive regular statements. The cards operate much in the same way as a standard debit card whereby funds are preloaded by Contracting Authorities, carers or third parties and then used by the cardholder until the balance is exhausted.

NEPO are using an open procedure for the procurement of this Framework Contract. The Framework Contract will consist of two lots. Tenderers will be evaluated in accordance with the award criteria contained within the Invitation To Tender documents.

The most economically advantageous Tenderer(s) for each lot will be awarded onto the Framework Contract. Upon completion of the Tender evaluations, NEPO will combine the final marks for both quality and price and evaluate Tenders according to the score. It is intended that a maximum of six suppliers will be appointed to the Framework Contract for lot 1.

The opportunity can be accessed via the NEPO eTender system. Tenderers wishing to be considered for this Framework Contract must register their expression of interest and submit a Tender through the NEPO eTender System. If not already registered, candidates should register on the NEPO eTender system at <https://procontract.due-north.com/register>.

Tenders must be submitted using the link above. Tenders submitted via post or email methods will not be accepted. If you require time-critical assistance on submitting your Tender please contact the System Support Team on 0330 0050352. For non time-critical issues, such as passwords, general account queries and location of information etc, please contact Proactis Supplier Support Helpdesk Ticketing System (<http://proactis.kayako.com/>) and select ProContract V3 support. You will then need to log in or submit a ticket to register your issue. Alternatively, you can email ProContractSuppliers@proactis.com this will automatically log a support ticket on the Proactis Supplier Support Helpdesk.

NEPO does not give any guarantee and/or warrant the actual value of orders (if any) which will be placed with the successful Tenderers by any Contracting Authority using the Framework Contract pursuant to this process and accepts no liability thereof.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60%

Quality criterion - Name: Social Value / Weighting: 10%

Price - Weighting: 30%

II.2.6) Estimated value

Value excluding VAT: £53,000,000

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

Duration in months

72

This contract is subject to renewal

Yes

Description of renewals

This Framework Contract will be an enhanced replacement to the current NEPO505 Prepaid Cards contract . It is anticipated that the succeeding Framework Contract will be subject to future renewals. The Framework Contract will be for a period of 48 months with an option to extend for up to a further 2 x 12 month period(s).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2) Description

II.2.1) Title

Corporate Payments

Lot No

2

II.2.2) Additional CPV code(s)

- 30160000 - Magnetic cards
- 48812000 - Financial information systems
- 66000000 - Financial and insurance services
- 72212440 - Financial analysis and accounting software development services
- 79211120 - Sales and purchases recording services
- 79211200 - Compilation of financial statements services
- 79411100 - Business development consultancy services
- 79412000 - Financial management consultancy services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Commercial Procurement Cards are used across the UK public sector and can deliver significant administrative cost reductions and benefits for front line services. The cards provide Contracting Authorities with an electronic method to purchase goods or services.

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The most economically advantageous Tenderer(s) for each lot will be awarded onto the Framework Contract. Upon completion of the Tender evaluations, NEPO will combine the final marks for both quality and price and evaluate Tenders according to the score. It is intended that a maximum of four suppliers will be appointed to the Framework Contract for lot 2.

The opportunity can be accessed via the NEPO eTender system. Tenderers wishing to be considered for this Framework Contract must register their expression of interest and submit a Tender through the NEPO eTender System. If not already registered, candidates should register on the NEPO eTender system at <https://procontract.due-north.com/register>.

Tenders must be submitted using the link above. Tenders submitted via post or email methods will not be accepted. If you require time-critical assistance on submitting your Tender please contact the System Support Team on 0330 0050352. For non time-critical issues, such as passwords, general account queries and location of information etc, please contact Proactis Supplier Support Helpdesk Ticketing System (<http://proactis.kayako.com/>) and select ProContract V3 support. You will then need to log in or submit a ticket to register your issue. Alternatively, you can email ProContractSuppliers@proactis.com this will automatically log a support ticket on the Proactis Supplier Support Helpdesk.

NEPO does not give any guarantee and/or warrant the actual value of orders (if any) which will be placed with the successful Tenderers by any Contracting Authority using the Framework Contract pursuant to this process and accepts no liability thereof.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Social Value / Weighting: 10%

Price - Weighting: 60%

II.2.6) Estimated value

Value excluding VAT: £6,000,000,000

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

Duration in months

72

This contract is subject to renewal

Yes

Description of renewals

This Framework Contract will be an enhanced replacement to the current NEPO505 Prepaid Cards contract . It is anticipated that the succeeding Framework Contract will be subject to future renewals. The Framework Contract will be for a period of 48 months with an option to extend for up to a further 2 x 12month period(s).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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

Open 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:

The Framework Contract is anticipated to exceed 48 months in duration. This is due to the commercial and contractual complexity of the Framework Contract combined with the cost of administering the procurement and resulting implementations. For this purpose, longer term agreements are preferred by both Contracting Authorities and Suppliers

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: [2020/S 106-258333](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

30 March 2022

Local time

12:00pm

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: 12 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

30 March 2022

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 18-24 months prior to the Framework Contract expiry date.

VI.3) Additional information

NEPO is a Central Purchasing Body as defined in the Public Contract Regulations 2015 (PCR15). The agreement will be available for use by all NEPO Members. A list of member organisations is available in the About section of the NEPO website at: www.nepo.org

This agreement will also be made available to all current and future NEPO Associate Members. Current Associate Members are listed in the Associate Member section of the NEPO website at: www.nepo.org/associate-membership/list

NEPO intends to make the resulting agreement available for use by all Contracting Authorities throughout all administrative regions of the UK (as defined by the Public Contracts Regulations 2015) including but not limited to Government Departments and their Agencies, Non-Departmental Public Bodies, Central Government, NHS Bodies, Local Authorities, Emergency Services, Coastguard Emergency Services, Educational Establishments, Registered Social Landlords and Registered Charities who have a need to purchase the above services.

Please see the following websites for further details:

<http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/index.htm>

<https://www.gov.uk/government/organisations/department-for-education>

<https://www.gov.uk/check-a-university-is-officially-recognised/recognised-bodies>

<http://www.schoolswbedirectory.co.uk/localauthorities.php>

<http://www.ukschoolsdirectory.net>

<https://www.gov.uk/find-school-in-england>

<https://education.gov.scot/ParentZone>

<http://hwb.wales.gov.uk/>

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

<https://www.gov.uk/government/publications/open-academies-and-academy-projects-in-development>

<http://unistats.direct.gov.uk/institutions/>

<http://www.hefce.ac.uk/workprovide/unicoll/heis/>

<http://www.hefce.ac.uk/workprovide/unicoll/fecs/>

<http://www.nhs.uk/ServiceDirectories/Pages/AcuteTrustListing.aspx>

<http://www.wales.nhs.uk/nhswalesaboutus/structure>

<http://www.scottishambulance.com/TheService/organised.aspx>

<http://www.hscni.net/index.php?link=trusts>

<http://www.scottishambulance.com/AboutUs/HowWeOrganised.aspx>

<http://www.direct.gov.uk/en/DI1/Directories/A-ZOfCentralGovernment/index.htm>

<https://www.gov.uk/government/organisations>

<http://www.northernireland.gov.uk/gov.htm>

<http://www.nidirect.gov.uk/local-councils-in-northern-ireland>

<http://www.scotland.gov.uk/Publications/2012/02/2421/1>

<https://www.communities-ni.gov.uk/contact>

<https://www.finance-ni.gov.uk/articles/list-public-bodies-which-ni-public-procurement-policy-applies>

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

<https://www.police.uk/forces/>

<http://www.police-information.co.uk/index.html>

<http://www.psnipolice.uk/index.htm>

<http://www.scotland.police.uk/>

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency>

<http://www.fireservice.co.uk/information/ukfrs>

<http://www.gov.scot/Topics/archive/law-order/Police/PoliceServiceofScotland>

<http://www.fire.org.uk/fire-brigades.html>

<http://www.nifrs.org/areas-districts/>

<http://www.firescotland.gov.uk/your-area.aspx>

<https://www.gov.uk/government/publications/current-registered-providers-of-social-housing>

<http://directory.scottishhousingregulator.gov.uk/pages/default.aspx>

<https://gov.wales/topics/housing-and-regeneration/publications/registered-social-landlords-in-wales/?lang=en>

<https://www.nidirect.gov.uk/contacts/housing-associations>

http://www.charity-commission.gov.uk/About_us/Regulation/Registering_charities_index.aspx

<http://www.oscr.org.uk/>

<https://idea.org.uk/>

<http://apps.charitycommission.gov.uk/Showcharity/RegisterOfCharities/registerhomepage.aspx>

http://www.sell2wales.gov.uk/Search/search_Auth.aspx

<http://www.communities.gov.uk/newsroom/factsandfigures/housingplanning1/facts/socialhousing/?id=1822644>

A complete list of permissible users is shown on the NEPO website below:

<https://www.nepo.org/associate-membership/permissible-users>

Organisations wishing to access the NEPO agreement will be required to register as a NEPO Associate Member in the first instance.

Further information can be found at: www.nepo.org

VI.4) Procedures for review

VI.4.1) Review body

NEPO

Northern Design Centre Abbots Hill , Baltic Business Quarter

Gateshead

NE8 3DF

Email

corporate.services@nepo.org

Country

United Kingdom