

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/006155-2021>

Tender

## **AHDB Actuarial Services**

AHDB

F02: Contract notice

Notice identifier: 2021/S 000-006155

Procurement identifier (OCID): ocds-h6vhtk-029f7d

Published 25 March 2021, 10:56pm

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

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

AHDB

Stoneleigh Park

Kenilworth

CV8 2TL

#### **Email**

[procurement@ahdb.org.uk](mailto:procurement@ahdb.org.uk)

#### **Telephone**

+44 2072385921

#### **Country**

United Kingdom

#### **NUTS code**

UK - UNITED KINGDOM

**Internet address(es)**

Main address

[www.ahdb.org.uk](http://www.ahdb.org.uk)

**I.3) Communication**

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

<https://defra.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://defra.bravosolution.co.uk/web/login.html>

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

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Other activity

Agriculture and Horticulture

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

AHDB Actuarial Services

Reference number

2020-459

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

- 66519600 - Actuarial services

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

Services

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

Actuarial advisory services are required by the Agriculture and Horticulture Development Board (AHDB), in respect of two legacy Defined Benefit pension schemes. This is distinct from the requirements of the schemes themselves which appoint their own actuary.

AHDB is the sponsoring employer of the Home-Grown Cereals Authority Pension Plan ("HGCA Plan") and the Meat and Livestock Commission Pension Scheme ("MLC Scheme").

2.1.3 The procurement is split into two Lots:

- Lot 1 – Actuarial Advice: the provision of actuarial advice on funding, accounting, strategy and related services in respect of the HGCA Plan and the MLC Pension Scheme
- Lot 2 – IAS19 Calculation: to provide AHDB with IAS19 Calculations (or such calculations as are required under the prevailing pensions accounting legislation) for the MLC Pension Scheme only.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

## **II.2) Description**

### **II.2.1) Title**

Actuarial Advice

Lot No

1

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

- 66519600 - Actuarial services

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

NUTS codes

- UK - UNITED KINGDOM

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

- To support AHDB in managing the legacy pension arrangements, including the minimisation of volatility and cost.
- Actuarial valuation – to support AHDB in discussions with the Trustees on triennial actuarial valuations, including agreement of funding assumptions.
- Accounting services - to advise on assumptions and methodology to be used and comment on and query as appropriate IAS19 calculations provided to the employer by the Scheme Actuaries, or the Supplier for Lot 2, including supporting AHDB in discussions with the National Audit Office (NAO) who audit the report and accounts.
- Ad hoc projects – to work with AHDB and the Trustees on other projects – for example, proposed pensions change consultations potential liability management exercises to reduce current and future risk.

### **II.2.5) Award criteria**

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

### **II.2.6) Estimated value**

Value excluding VAT: £360,000

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

Start date

1 August 2021

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

Initial term of 3 years, with the option to extend for an option three 12 month extension periods (3+1+1+1).

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

Initial term of 3 years, with the option to extend for an option three 12 month extension periods (3+1+1+1).

**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**

IAS19 Calculation

Lot No

2

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

- 66519600 - Actuarial services

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

NUTS codes

- UK - UNITED KINGDOM

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

- To obtain from the Scheme and other advisors and hold an up-to-date member data extract, investment values, scheme basis/rules and other information as required to perform the relevant calculations (currently as per IAS19), with assumptions to be advised by AHDB or such agent as they see fit.
- To provide annual year-end accounting figures and assumptions /methodology report for the MLC Pension Scheme, applying assumptions provided by AHDB (or its agent). Requirements to be performed within pre-agreed project plan timescales to ensure submission of accounts in an agreed timescale.
- During the annual audit period, in line with the requirements of the bodies to which AHDB reports, all queries will need to be responded to within 24 hours (one working day).

### **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**

Start date

1 August 2021

End date

30 June 2023

This contract is subject to renewal

Yes

Description of renewals

2 year initial term with the option to extend for a further two 12 month extensions (2+1+1).

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2 year initial term with the option to extend for a further two 12 month extensions (2+1+1).

#### **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 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: No

### **IV.2) Administrative information**

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

Date

30 April 2021

Local time

3:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

30 April 2021

Local time

3:00pm



---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 01/01/2023

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

AHDB

Stoneleigh Park

Kenilworth

CV8 2TL

Country

United Kingdom