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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

Telephone

+44 2072385921

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

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