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Contract

Provision of Travel Management Services Framework for Northern Ireland Civil Service, Agencies, Non-Departmental Public Bodies and other Participating Bodies

Department of Finance

The Executive Office

Department of Agriculture Environment and Rural Affairs NI

Department for Communities NI

Department of Education NI

Department for the Economy NI

Department of Finance

Department for Infrastructure NI

Department of Health NI

Department of Justice NI

Public Prosecution Service for Northern Ireland

Utility Regulator Northern Ireland

Northern Ireland Environment Agency

Agri-Food and Biosciences Institute NI

Armagh Observatory

Armagh Planetarium

Arts Council of Northern Ireland

Attorney General for Northern Ireland

Belfast Health and Social Care Trust

FE Belfast Metropolitan College

Business Services Organisation

Commissioner for Children and Young People for Northern Ireland

Commission for Victims and Survivors

Community Relations Council

Council for the Curriculum Examinations and Assessment

Education Authority NI

Equality Commission for Northern Ireland
Health and Safety Executive for Northern Ireland
Regional Health and Social Care Board
Invest Northern Ireland
Labour Relations Agency NI
Libraries NI
Livestock and Meat Commission for Northern Ireland
Local Government Staff Commission
Maze Long Kesh Development Corporation
Middletown Centre for Autism
Northern Health and Social Care Trust
NI Ambulance Service Trust
Northern Ireland Audit Office
NI Blood Transfusion Service
NI Fire and Rescue Services
NI Guardian Ad Litem Agency
Northern Ireland Housing Executive
Northern Ireland Judicial Appointments Commission
Legal Services Agency Northern Ireland
NI Medical and Dental Training Agency
Northern Ireland Office
Northern Ireland Public Services Ombudsman
Northern Ireland Policing Board
Northern Ireland Policing Fund
NI Practice and Education Council for Nursing and Midwifery
Northern Ireland Screen
NI Social Care Council
FE Northern Regional College
FE North West Regional College
NI Tourist Board
NI Patient Client Council
Police Ombudsman Northern Ireland
Police Service of Northern Ireland
Probation Board for Northern Ireland
NI Public Health Agency
NI Regulation and Quality Improvement Authority
FE South Eastern Regional College
South Eastern Health and Social Care Trust
Southern Health and Social Care Trust

FE Southern Regional College
FE South West College
Sport NI
Stranmillis University College
Strategic Investment Board
Charity Commission for Northern Ireland
The Commissioner for Older People for NI
Ulster Supported Employment Limited
Translink
Victims and Survivors Service
Western Health and Social Care Trust

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Section I: Contracting authority

I.1) Name and addresses

Department of Finance

303 Airport Road West

BELFAST

BT3 9ED

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

The Executive Office

Stormont Castle

Belfast

BT4 3TT

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department of Agriculture Environment and Rural Affairs NI

Dundonald House

Belfast

BT4 3SB

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department for Communities NI

Lighthouse Building, 1 Cromac Place

Belfast

BT7 2JB

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department of Education NI

Rathgael House

Bangor

BT19 7PR

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department for the Economy NI

Netherleigh, Massey Avenue

Belfast

BT4 2JP

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department of Finance

Clare House, 303 Airport Road West

BELFAST

BT3 9ED

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department for Infrastructure NI

Clarence Court Adelaide Street

Belfast

BT2 8GB

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department of Health NI

Castle Buildings

Belfast

BT4 3SQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Department of Justice NI

Block B, Castle Buildings

Belfast

BT4 3SG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Public Prosecution Service for Northern Ireland

Linum Chambers, 2 Bedford Square

Belfast

BT2 7ES

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Utility Regulator Northern Ireland

Queens House 14 Queen Street

Belfast

BT1 6ED

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Environment Agency

Goodwood House, 44 - 58 May Street

Belfast

BT1 4NN

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Agri-Food and Biosciences Institute NI

Newforge Lane

Belfast

BT9 5PX

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Armagh Observatory

College Hill

Armagh

BT61 9DG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Armagh Planetarium

College Hill

Armagh

BT61 9DB

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Arts Council of Northern Ireland

MacNeice House 77 Malone Road

Belfast

BT9 6AQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Attorney General for Northern Ireland

PO Box 1272

Belfast

BT1 9LU

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Belfast Health and Social Care Trust

A Floor, Belfast City Hospital, Lisburn Road

Belfast

BT9 7AB

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

FE Belfast Metropolitan College

Titanic Quarter Campus, 7 Queens Road

Belfast

BT3 9DT

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Business Services Organisation

2 Franklin Street

Belfast

BT2 8DQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Commissioner for Children and Young People for Northern Ireland

Equality House, 7-9 Shaftesbury Square

Belfast

BT2 7DP

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Commission for Victims and Survivors

7-9 Shaftesbury Square, 4th Floor Equality House

Belfast

BT2 7DP

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Community Relations Council

6 Murray Street

Belfast

BT1 6DN

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Council for the Curriculum Examinations and Assessment

29 Clarendon Rd, Clarendon Dock

Belfast

BT1 3BG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Education Authority NI

40 Academy Street

Belfast

BT1 2NQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Equality Commission for Northern Ireland

Equality House 7-9 Shaftesbury Square

Belfast

BT2 7DP

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Health and Safety Executive for Northern Ireland

83 Ladas Drive

Belfast

BT6 9FR

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Regional Health and Social Care Board

12-22 Linenhall Street

Belfast

BT2 8BS

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Invest Northern Ireland

Bedford Square, Bedford Street

Belfast

BT2 7ES

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Labour Relations Agency NI

2 - 16 Gordon Street

Belfast

BT1 2LG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Libraries NI

Lisburn City Library 23 Linenhall Street

Lisburn

BT28 1FJ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Livestock and Meat Commission for Northern Ireland

31 Ballinderry road

Lisburn

BT28 2SL

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Local Government Staff Commission

22 Gordon Street, Belfast

Belfast

BT1 2LG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Maze Long Kesh Development Corporation

Maze Long Kesh, Halftown Road

Lisburn

BT27 5RF

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Middletown Centre for Autism

35 Rathtrillick Park

Middletown

BT60 4HZ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Health and Social Care Trust

Bretten Hall, Bush Road

Antrim

BT41 2RL

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Ambulance Service Trust

Knockbracken Healthcare Park, Saintfield Road

Belfast

BT8 8SG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Audit Office

106 University Street

Belfast

BT7 1EU

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Blood Transfusion Service

Lisburn Road

Belfast

BT9 7TS

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Fire and Rescue Services

1 Seymour Street

Lisburn

BT27 4SX

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Guardian Ad Litem Agency

Centre House, 79 Chichester Street

Belfast

BT1 4JE

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Housing Executive

2 Adelaide Street

Belfast

BT2 8BP

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Judicial Appointments Commission

14 Victoria St

Belfast

BT1 3GG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Legal Services Agency Northern Ireland

8 Laganbank Road

Belfast

BT1 3BN

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Medical and Dental Training Agency

Beechill House, 42 Beechill Rd

Belfast

BT8 7RL

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Office

Stormont House

Belfast

BT4 3SH

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Public Services Ombudsman

Progressive House 33 Wellington Place

Belfast

BT1 6HN

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Policing Board

31 Clarendon Road

Belfast

BT1 3BG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Policing Fund

Maryfield Complex, 100 Belfast Road

Hollywood

BT18 9QY

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Practice and Education Council for Nursing and Midwifery

Centre House, 79 Chichester St

Belfast

BT1 4JE

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Northern Ireland Screen

Alfred House, 21 Alfred Street

Belfast

BT2 8ED

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Social Care Council

Millennium House, 19-25 Great Victoria St

Belfast

BT2 7AQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

FE Northern Regional College

Antrim Campus, Fountain Street

Antrim

BT41 4AL

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

FE North West Regional College

Strand Road

Londonderry

BT48 7AL

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Tourist Board

Floors 10-12 Linum Chambers Bedford Street

Belfast

BT2 7ES

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Patient Client Council

1st Floor, Ormeau Baths 18 Ormeau Avenue

Belfast

BT2 8HS

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Police Ombudsman Northern Ireland

New Cathedral Buildings, Writers' Square, 11 Church Street

Belfast

BT1 1PG

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Police Service of Northern Ireland

Brooklyn

Belfast

BT5 6LE

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Probation Board for Northern Ireland

80 - 90 North Street

Belfast

BT1 1LD

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Public Health Agency

Linenhall Street Unit, 12-22 Linenhall Street

Belfast

BT2 8BS

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

NI Regulation and Quality Improvement Authority

9th Floor Riverside Tower, 5 Lanyon Place

Belfast

BT1 3BT

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

FE South Eastern Regional College

Victoria Avenue

Newtownards

BT23 7EH

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

South Eastern Health and Social Care Trust

Ulster Hospital, Upper Newtownards Rd

Belfast

BT16 1RH

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Southern Health and Social Care Trust

Craigavon Area Hospital, 68 Lurgan Road

Portadown

BT63 5QQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

FE Southern Regional College

Patrick Street

Newry

BT35 8DN

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

FE South West College

2 Mountjoy Road

Omagh

BT79 7AH

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Sport NI

House of Sport, 2a Upper Malone Road

Belfast

BT9 5LA

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Stranmillis University College

Stranmillis Road

Belfast

BT9 5DY

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Strategic Investment Board

Carleton House Gasworks Business Park 1 Cromac Avenue

Belfast

BT7 2JA

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Charity Commission for Northern Ireland

257 Lough Road Lurgan

Craigavon

BT66 6NQ

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

The Commissioner for Older People for NI

Equality House 7-9 Shaftesbury Square

Belfast

BT2 7DP

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Ulster Supported Employment Limited

182-188 Cambrai Street

Belfast

BT13 3JH

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Translink

Procurement Department

Belfast

BT2 7LX

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Victims and Survivors Service

1st Floor, Seatem House 28-32 Alfred Street

Belfast

BT2 8EN

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Western Health and Social Care Trust

Altnagelvin Area Hospital, Glenshane Road

Londonderry

BT47 6SB

Email

Collaboration.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.2) Information about joint procurement

The contract involves joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Travel Management Services Framework for Northern Ireland Civil Service, Agencies, Non-Departmental Public Bodies and other Participating Bodies

II.1.2) Main CPV code

- 63516000 - Travel management services

II.1.3) Type of contract

Services

II.1.4) Short description

The Framework Agreement will provide a fully managed Travel Management Service for all UK and International Travel, accommodation and any other associated services that aid Business, Non-staff, Patient, Student and Security Personnel travel. The range of Travel Services will cover as a minimum Air, Rail, Ferry, Car Hire, Taxi / onward road travel, Car parking, Accommodation and Hotel Conferencing and travel insurance. This Framework Agreement will allow the Participating bodies listed in the Specification Schedule to establish a Call-off Contract with the successful Contractor to provide their Travel services when required. There is no commitment to the usage, volume or value of services required under this Framework.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Lowest offer: £60,000,000 / Highest offer: £75,000,000 taken into consideration

II.2) Description

II.2.2) Additional CPV code(s)

- 63516000 - Travel management services

II.2.3) Place of performance

NUTS codes

- UKN - NORTHERN IRELAND

II.2.4) Description of the procurement

The Framework Agreement will provide a fully managed Travel Management Service for all UK and International Travel, accommodation and any other associated services that aid Business, Non-staff, Patient, Student and Security Personnel travel. The range of Travel Services will cover as a minimum Air, Rail, Ferry, Car Hire, Taxi / onward road travel, Car parking, Accommodation and Hotel Conferencing and travel insurance. This Framework Agreement will allow the Participating bodies listed in the Specification Schedule to establish a Call-off Contract with the successful Contractor to provide their Travel services when required. There is no commitment to the usage, volume or value of services required under this Framework.

II.2.5) Award criteria

Quality criterion - Name: AC1 Key personnel / Weighting: 4.5

Quality criterion - Name: AC2 General and Core Service Requirements / Weighting: 7.5

Quality criterion - Name: AC3 Booking Systems including online self-booking tool and offline booking processes / Weighting: 8

Quality criterion - Name: AC4 Social Considerations / Weighting: 4.5

Quality criterion - Name: AC5 Client Specific Travel Service Requirements / Weighting: 7.5

Quality criterion - Name: AC6 Servicing the Contract / Weighting: 6.5

Quality criterion - Name: AC7 Payment and Invoicing / Weighting: 6.5

Quality criterion - Name: AC8 Transition and Implementation / Weighting: 5

Cost criterion - Name: AC9 Transaction Fees / Weighting: 50

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.2.14) Additional information

The successful Contractor's performance on this Contract will be managed as per the specification and regularly monitored see <https://www.finance-ni.gov.uk/publications/procurement-guidance-note-0112-contract-management-principles-and-procedures>. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be grounds for termination of the contract at the Contractors expense. In lieu of termination they may be issued with a Notice of Written Warning or a Notice of Unsatisfactory Performance. A central register of such Notices for supplies and services contracts will be maintained and published on the CPD website. . Any contractor in receipt of multiple Notice of Written Warning or Notice of Unsatisfactory Performance will be required to declare this in future tender submissions for a period of three years from the date of issue of the Notice. It may also result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy. The value of spend under this framework is estimated to be in the range of £60-£75 million. There is however no commitment to the usage, volume or value of services required under this Framework.

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

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: [2021/S 000-002021](#)

IV.2.9) Information about termination of call for competition in the form of a prior information notice

The contracting authority will not award any further contracts based on the above prior information notice

Section V. Award of contract

Contract No

1

Title

Contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

30 March 2021

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

WORLD TRAVEL CENTRE LTD

Murrays Exchange

BELFAST

BT12 5DR

Email

tenders@selective-travel.co.uk

Country

United Kingdom

NUTS code

- UK - UNITED KINGDOM

Internet address

<https://etendersni.gov.uk/epps>

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £75,000,000

Lowest offer: £60,000,000 / Highest offer: £75,000,000 taken into consideration

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures.

n/a

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

The UK does not have any such bodies with responsibility for appeal/mediation procedures.

n/a

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD has complied with the Public Contracts Regulations 2015 (as amended). As only one tender was received the Authority did not apply a standstill period.