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Tender

Wayleaves and Accounts Payable Remittance Services

Northern Ireland Electricity Networks Limited

F05: Contract notice – utilities

Notice identifier: 2023/S 000-007705

Procurement identifier (OCID): ocds-h6vhtk-03b37f

Published 16 March 2023, 2:45pm

Section I: Contracting entity

I.1) Name and addresses

Northern Ireland Electricity Networks Limited

120 Malone Road,

Belfast,

BT9 5HT

Contact

Emma Rodgers

Email

Emma.Rodgers@nienetworks.co.uk

Country

United Kingdom

Region code

UKN - Northern Ireland

Internet address(es)

Main address

www.nienetworks.co.uk

I.3) Communication

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

<https://e-sourcingni.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://e-sourcingni.bravosolution.co.uk/web/login.shtml>

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

I.6) Main activity

Electricity

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Wayleaves and Accounts Payable Remittance Services

Reference number

S1143 (2023)

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

Northern Ireland Electricity Limited (NIE Networks) intends to establish a framework arrangement under which it shall appoint suitably qualified and experienced service providers for the provision of:

- Printing of cheque-based stock and envelopes
- Receiving, processing and printing of payment files received from the customer via a secure FTP server
- Signing (electronic signature), folding, inserting and mailing printed cheques and remittance forms

It is envisaged that this contract shall be awarded to one supplier.

Estimated total contract value is £750k-£850k

II.1.5) Estimated total value

Value excluding VAT: £850,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72500000 - Computer-related services
- 79211000 - Accounting services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

Main site or place of performance

Northern Ireland

II.2.4) Description of the procurement

Northern Ireland Electricity Limited (NIE Networks) intends to establish a framework arrangement under which it shall appoint suitably qualified and experienced service providers for the provision of:

- Printing of cheque-based stock and envelopes
- Receiving, processing and printing of payment files received from the customer via a secure FTP server
- Signing (electronic signature), folding, inserting and mailing printed cheques and remittance forms

It is envisaged that Contractors will provide a bid on the basis of each individual item as detailed in the remainder of this Specification Schedule, the Conditions of Contract and Pricing Schedule.

Wayleaves Payments

In order to deliver a reliable and efficient supply of electricity, NIE Networks needs to site equipment throughout Northern Ireland. A substantial portion of this equipment is located on privately owned land for which NIE Networks requires consent. A wayleave agreement is a contractual license which permits NIE Networks to install, access, repair and maintain its electricity equipment. In consideration of a wayleave agreement being signed an annual payment is made to the grantor.

NIE Networks wayleave payments are intended to reflect the impact NIE Networks electricity equipment has on the use of the land. NIE Networks grantors are compensated in the form of an annual rent (pay rate 1) or rent and compensation (pay rate 2). Pay rate 2 is compensation for the impact the equipment has on agricultural operations.

NIE Networks makes wayleave payments by cheque every year subject to a minimum cheque value of £2.00. A remittance form is attached to each cheque. Each payment detailed on the remittance form refers to a specific wayleave agreement between NIE Networks and the customer.

At present NIE Networks issue approximately 120,000 cheques per annum.

Accounts Payable

NIE Accounts Payable require Remittance Services to pay specific suppliers, NIE customer refunds, Wayleave substation rents and other miscellaneous payments when required. NIE AP have a weekly cheque run which has approximately 30 cheques per

week. Each cheque has a remittance form attached which quotes the invoice reference.

Occasionally AP are required to issue an urgent cheque outside the normal weekly run and the contactor should be able to facilitate this.

At present NIE Accounts Payable issue approximately 1800 cheques per annum.

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

96

This contract is subject to renewal

Yes

Description of renewals

The framework will be established for a period of 5 years with the option (entirely at the discretion of NIE Networks) to extend by 3 further 12-month periods (8 years in total)

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Framework Agreement will be established for a period of 5 years with the option (entirely at the discretion of NIE Networks) to extend by 3 further 12-month periods (8 years in total)

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

As specified within the PQQ and/or tender documents available from the address specified at 1.3) above with the reference S1143

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

Negotiated procedure with prior call for competition

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 a single operator

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

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

6 April 2023

Local time

3:00pm

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

16 March 2023

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

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

NIE Networks Ltd

120 Malone Road

Belfast

BT95HT

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

High Court of Justice in Northern Ireland, Royal Courts of Justice

Chichester Street

Belfast

Country

United Kingdom