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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](mailto:Emma.Rodgers@nienetworks.co.uk)

#### **Country**

United Kingdom

**Region code**

UKN - Northern Ireland

**Internet address(es)**

Main address

[www.nienetworks.co.uk](http://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

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## **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

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## **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

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## **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)



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## **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