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Planning

## **Provision of cheque and postal orders courier**

DVLA

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-012273

Procurement identifier (OCID): ocds-h6vhtk-04527b

Published 16 April 2024, 9:49am

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

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

DVLA

DVLA Swansea, Longview road, Morriston

Swansea

SA67JL

#### **Contact**

Cai Vickery

#### **Email**

[Cai.vickery@dvla.gov.uk](mailto:Cai.vickery@dvla.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.gov.uk](http://www.gov.uk)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of cheque and postal orders courier

Reference number

PS-24-60

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

- 64120000 - Courier services

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

Services

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

The notice published is a Prior Information Notice (PIN) and is used to assist in engaging the market to inform of the upcoming tender opportunity. A similar opportunity was recently published and later set as invalid due to an update in requirements with the following comment attached to the action - "DVLA has decided to discontinue this procurement opportunity to allow time to consider all options including potential improvements to the recently published specification that could be of benefit to potential bidders."

The DVLA are now publishing this notice to advertise a future opportunity for the cheque courier service. It is necessary for all potential tenderers to have experience in couriersing cheques and have a good track record.

The DVLA intend to issue the tender opportunity for a cheque courier service in May 2024 although this may be subject to change. The contract will commence on 1st October 2024. This opportunity will be published on find a tender and contracts finder webpages.

A brief description of the service:

Currently DVLA receives and banks approximately 1.6 million combined cheques and postal orders per annum (approximately 31,000 cheques per week) , as payment for various Driver and Vehicle service streams. Following a Government Banking Procurement exercise awarded in 2014, Barclays Bank PLC were appointed the banking provider for DVLA on 24 March 2015.

DVLA require a next day secure cheque courier to collect cheques and postal orders twice a week and transport them securely to a designated cheque processing hub in Rotherham, location is subject to change. This does not have to be a dedicated service, DVLA cheques and postal orders can be part of a secure bulk movement with other companies' Cheques/Postal orders.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 64120000 - Courier services

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

NUTS codes

- UK - United Kingdom

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

A brief description of the service:

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## **II.3) Estimated date of publication of contract notice**

31 May 2024

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No