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Planning

## **Grant Administration Service**

Department for Digital, Culture, Media and Sport (DCMS)

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-012669

Procurement identifier (OCID): ocids-h6vhtk-03381b

Published 16 May 2022, 4:05pm

## **Section I: Contracting authority**

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

Department for Digital, Culture, Media and Sport (DCMS)

100 Parliament Street, London

London

SW1A 2BQ

### **Contact**

Laura Southwood

### **Email**

[Commercial@dcms.gov.uk](mailto:Commercial@dcms.gov.uk)

### **Telephone**

+44 2072116000

### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/department-for-digital-culture-media-sport>

Buyer's address

<https://www.gov.uk/government/organisations/department-for-digital-culture-media-sport>

**I.3) Communication**

Additional information can be obtained from another address:

Department for Digital, Culture, Media and Sport (DCMS)

100 Parliament Street

London

SW1A 2BQ

**Contact**

Graham Philimore

**Email**

[graham.philimore@dcms.gov.uk](mailto:graham.philimore@dcms.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/department-for-digital-culture-media-sport>

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

Body governed by public law

## **I.5) Main activity**

Recreation, culture and religion

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## **Section II: Object**

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

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

Grant Administration Service

Reference number

103065

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

- 75100000 - Administration services

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

Services

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

The Department are seeking a Grant Administrator to assist the fund supporting non-military uniformed youth groups to tackle waiting lists. This PIN is to alert the market of our requirement and to advise that this will be competed through the CCS Grant Administration Services DPS (RM6172). This opportunity may be of interest to organisations within the VCSE communities as well as organisations already registered on the DPS. <https://supplierregistration.cabinetoffice.gov.uk/dps?fh=1#financialservices>

#### **II.1.5) Estimated total value**

Value excluding VAT: £845,000

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

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

The Department are seeking a Grant Administrator to assist the fund supporting non-military uniformed youth groups to tackle waiting lists. This PIN is to alert the market of our requirement and to advise that this will be competed through the CCS Grant Administration Services DPS (RM6172). This opportunity may be of interest to organisations within the VCSE communities as well as organisations already registered on the DPS. <https://supplierregistration.cabinetoffice.gov.uk/dps?fh=1#financialservices>

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

18 July 2022

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## **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: Yes

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## **Section VI. Complementary information**

### **VI.3) Additional information**

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Administration-services./6S82A76XP9>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/6S82A76XP9>

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