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Tender

CPU 2951 - Employee Benefits Scheme

Nottingham City Council

F02: Contract notice

Notice identifier: 2023/S 000-012686

Procurement identifier (OCID): ocds-h6vhtk-03c60e

Published 3 May 2023, 3:22pm

Section I: Contracting authority

I.1) Name and addresses

Nottingham City Council

Loxley House, Station Street

Nottingham

NG2 3NG

Contact

Ms Lorraine Hodgson

Email

Lorraine.Hodgson@nottinghamcity.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<http://www.nottinghamcity.gov.uk>

Buyer's address

<http://www.nottinghamcity.gov.uk>

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=34c93b4a-94e9-ed11-8122-005056b64545>

Additional information can be obtained from another address:

Nottingham City Council

Loxley House, Station Street

Nottingham

NG2 3NG

Email

lorraine.hodgson@nottinghamcity.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

www.nottinghamcity.gov.uk

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=34c93b4a-94e9-ed11-8122-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

CPU 2951 - Employee Benefits Scheme

Reference number

DN668558

II.1.2) Main CPV code

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.1.3) Type of contract

Services

II.1.4) Short description

Nottingham City Council (NCC) is inviting tenders for a contemporary, competitive and exciting benefits scheme to offer to employees. A range of voluntary benefits and a full programme of salary sacrifice schemes will be required.

II.1.5) Estimated total value

Value excluding VAT: £733,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66000000 - Financial and insurance services
- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Nottingham City Council

Loxley House

Station Street

Nottingham

NG2 3NG

II.2.4) Description of the procurement

Nottingham City Council (NCC) is inviting tenders for a contemporary, competitive and exciting benefits scheme to offer to employees. A range of voluntary benefits and a full programme of salary sacrifice schemes will be required.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £733,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Contract duration is for 36 months with an option to extend for 1 x 12 month extension. The contract will then be renewed.

II.2.10) Information about variants

Variants will be accepted: No

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As per the tender documents, specification and T&C's.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

16 June 2023

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

16 June 2023

Local time

12:00pm

Place

Nottingham City Council

Loxley House

Station Street

Nottingham

NG2 3NG

Information about authorised persons and opening procedure

Submitted bids will be downloaded from the Due North e-tendering portal. Compliance checks will be carried out and compliant bids will be forwarded on to the evaluation panel member/s.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Contract duration is for 36 months with an option to extend for 1 x 12 month extension. The contract will then be renewed.

VI.4) Procedures for review

VI.4.1) Review body

Nottingham City Council

Nottingham

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Nottingham City Council

Nottingham

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

Nottingham City Council

Nottingham

Country

United Kingdom