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Tender

Provision of Out of Hours Call Handling Service

Orbit Group Limited

F02: Contract notice

Notice identifier: 2024/S 000-012810

Procurement identifier (OCID): ocds-h6vhtk-040ce4

Published 19 April 2024, 1:25pm

Section I: Contracting authority

I.1) Name and addresses

Orbit Group Limited

Garden Court, Harry Weston Road, Binley Business Park

Coventry

CV3 2SU

Contact

Mrs Samantha Bishop

Email

samantha.bishop@orbit.org.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<http://www.orbit.org.uk>

Buyer's address

<http://www.orbit.org.uk>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://procontract.due-north.com/Procurer/Advert/AdvertSummary?projectId=ec07ebb5-ee73-ee11-8124-005056b64545&projectStepId=f407ebb5-ee73-ee11-8124-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Procurer/Advert/AdvertSummary?projectId=ec07ebb5-ee73-ee11-8124-005056b64545&projectStepId=f407ebb5-ee73-ee11-8124-005056b64545>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Out of Hours Call Handling Service

Reference number

DN696561

II.1.2) Main CPV code

- 79500000 - Office-support services

II.1.3) Type of contract

Services

II.1.4) Short description

The Authority, is seeking to appoint a business partner to effectively and reliably deliver an Out of Hours Call Centre Handling Service Provision.

This is for the handling of calls outside of the Authority's own customer call centre operating hours in regard to the portfolio of properties it owns and manages and shall typically relate to the reporting of repairs, the triaging of such and associated raising of works orders with the Authority's appointed repairs contractor's. The services to be provided under the contract shall be in all respects of the quality or type as detailed in the Specification, Contract, Schedules and Appendices.

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79510000 - Telephone-answering services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The Authority, is seeking to appoint a business partner to effectively and reliably deliver an Out of Hours Call Centre Handling Service Provision.

This is for the handling of calls outside of the Authority's own customer call centre operating hours in regard to the portfolio of properties it owns and manages and shall typically relate to the reporting of repairs, the triaging of such and associated raising of works orders with the Authority's appointed repairs contractor's. The services to be provided under the contract shall be in all respects of the quality or type as detailed in the Specification, Contract, Schedules and Appendices.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Two (2) year initial contract term with the option to extend for up to three (3) years (in one year increments).

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.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-012770](#)

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

Date

23 May 2024

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

23 May 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

The Royal Courts of Justice London

London

Country

United Kingdom