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Contract

Levy Collection Services

THE FINANCIAL REPORTING COUNCIL LIMITED

F03: Contract award notice

Notice identifier: 2024/S 000-013351

Procurement identifier (OCID): ocds-h6vhtk-043675

Published 24 April 2024, 4:25pm

Section I: Contracting authority

I.1) Name and addresses

THE FINANCIAL REPORTING COUNCIL LIMITED

8th Floor,125 London Wall

LONDON

EC2Y5AS

Contact

Head of Procurement

Email

Procurement@frc.org.uk

Telephone

+44 2074922300

Country

United Kingdom

Region code

UKI31 - Camden and City of London

Companies House

2486368

Internet address(es)

Main address

www.frc.org.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Levy Collection Services

Reference number

FRC2023-034

II.1.2) Main CPV code

- 66000000 - Financial and insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

This is a Contract Award Notice for Levy Collection Services.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £406,479.48

II.2) Description

II.2.2) Additional CPV code(s)

- 66000000 - Financial and insurance services

II.2.3) Place of performance

NUTS codes

- UKI31 - Camden and City of London

II.2.4) Description of the procurement

The FRC is awarding a Contract to a Service Provider for the Levy Administration Collection Services including but not limited to

- Issuing and sending all invoices to all Levy Payers
- Reminders and Chasers
- Payment request enquiries
- Reconciliation of Levies received
- Managing Refunds
- Operation and Customer Service
- Account Management
- Reporting and MI.

II.2.5) Award criteria

Quality criterion - Name: Quality/Weighting / Weighting: 70%

Price - Weighting: Cost/Weighting: 30%

II.2.11) Information about options

Options: Yes

Description of options

12 Month Extension permitted

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.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-003401](#)

Section V. Award of contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

4 April 2024

V.2.2) Information about tenders

Number of tenders received: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Adetiq Limited

Avery House, 69 North Street,

Portslade

BN411DH

Country

United Kingdom

NUTS code

- UKJ - South East (England)

Companies House

02024532

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £406,479.48

Section VI. Complementary information

VI.3) Additional information

THIS IS A CONTRACT AWARD NOTICE

Contract duration three years with the option to extend by a further year/12 Months (3+1).

VI.4) Procedures for review

VI.4.1) Review body

The Financial Reporting Council

8th Floor, 125 London Wall

London

EC2Y 5AS

Email

Procurement@frc.org.uk

Telephone

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United Kingdom

Internet address

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