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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](mailto: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](http://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

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## **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](#)

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## **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

BN41 1DH

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

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## **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

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