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Tender

## **ID 4901529 - DoF - IT Assist - ICT Disposal Framework**

The Department of Finance  
Agri-Food and Biosciences Institute NI  
Armagh Observatory  
Armagh Planetarium  
Arts Council of Northern Ireland  
Attorney General for Northern Ireland  
Belfast Health and Social Care Trust  
Business Services Organisation  
Charity Commission for Northern Ireland  
Commissioner for Children and Young People for Northern Ireland  
Commission for Victims and Survivors  
Consumer Council for Northern Ireland  
Council for the Curriculum Examinations and Assessment  
Department for Communities NI  
Department for Infrastructure NI  
Department for the Economy NI  
Department of Agriculture Environment and Rural Affairs  
Department of Education NI  
Department of Finance  
Department of Health NI  
Department of Justice NI  
Equality Commission for Northern Ireland  
General Teaching Council for Northern Ireland  
Health and Safety Executive for Northern Ireland  
Invest Northern Ireland  
Libraries NI  
Livestock and Meat Commission for Northern Ireland  
Maze Long Kesh Development Corporation  
National Museums Northern Ireland  
NI Ambulance Service Trust  
NI Assembly

Northern Health and Social Care Trust  
Northern Ireland Audit Office  
Northern Ireland Environment Agency  
Northern Ireland Housing Executive  
Northern Ireland Judicial Appointments Commission  
Northern Ireland Museums Council  
Northern Ireland Office  
Northern Ireland Police Fund  
Northern Ireland Policing Board  
Northern Ireland Prisoner Ombudsman  
Northern Ireland Screen  
Police Ombudsman Northern Ireland  
Police Retraining and Rehabilitation Trust  
Police Service of Northern Ireland  
Probation Board for Northern Ireland  
Public Prosecution Service for Northern Ireland  
South Eastern Health and Social Care Trust  
Southern Health and Social Care Trust  
Special EU Programmes Body  
Sport NI  
Stranmillis University College  
Strategic Investment Board  
The Commissioner for Older People for NI  
the Education Authority  
The Executive Office  
Translink  
Ulster Supported Employment Limited  
Ulster University  
Utility Regulator Northern Ireland  
Victims and Survivors Service  
Waterways Ireland CA  
Western Health and Social Care Trust  
FE South Eastern Regional College  
FE Southern Regional College  
NI Water and its subsidiaries  
Northern Ireland Public Service Ombudsman  
NI Blood Transfusion Service  
NI Council For Integrated Education  
NI Fire and Rescue Services

NI Fishery Harbour Authority  
NI Local Government Officers Superannuation Committee  
NI Medical and Dental Training Agency  
NI Regulation and Quality Improvement Authority

F02: Contract notice

Notice identifier: 2024/S 000-016002

Procurement identifier (OCID): ocds-h6vhtk-04693a

Published 21 May 2024, 12:30pm

## **Section I: Contracting authority**

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Belfast Health and Social Care Trust

A Floor, Belfast City Hospital, Lisburn Road

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Commission for Victims and Survivors

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Department for Infrastructure NI

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Department for the Economy NI

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Equality Commission for Northern Ireland

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National Museums Northern Ireland

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Northern Ireland Policing Board

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Northern Ireland Prisoner Ombudsman

Unit 2, Walled Garden, Stormont Estate

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Police Ombudsman Northern Ireland

New Cathedral Buildings, Writers' Square, 11 Church Street

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Police Retraining and Rehabilitation Trust

100 Belfast Road

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Probation Board for Northern Ireland

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Southern Health and Social Care Trust

Craigavon Area Hospital, 68 Lurgan Road

Portadown

BT63 5QQ

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Special EU Programmes Body

The Clarence West Building

Belfast

BT2 7GP

### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

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Buyer's address

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

Sport NI

House of Sport, 2a Upper Malone Road

Belfast

BT9 5LA

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

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**I.1) Name and addresses**

Stranmillis University College

Stranmillis Road

Belfast

BT9 5DY

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom



## **Internet address(es)**

Main address

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Buyer's address

<https://etendersni.gov.uk/epps>

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

Strategic Investment Board

Carleton House Gasworks Business Park 1 Cromac Avenue

Belfast

BT7 2JA

## **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

## **Country**

United Kingdom

## **Region code**

UK - United Kingdom

## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

The Commissioner for Older People for NI

Equality House 7-9 Shaftesbury Square

Belfast

BT2 7DP

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

the Education Authority

40 Academy Street

Belfast

BT1 2NQ

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

The Executive Office

Stormont Castle

Belfast

BT4 3TT

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Translink

Procurement Department

Belfast

BT2 7LX

### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

UK - United Kingdom

### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Ulster Supported Employment Limited

182-188 Cambrai Street

Belfast

BT13 3JH

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Ulster University

Cromore Road

Coleraine

BT52 1SA

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Utility Regulator Northern Ireland

Queens House 14 Queen Street

Belfast

BT1 6ED

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Victims and Survivors Service

1st Floor, Seatem House 28-32 Alfred Street

Belfast

BT2 8EN

### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

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### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Waterways Ireland CA

2 Sligo Road

Enniskillen

BT74 7JY

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Region code**

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Western Health and Social Care Trust

Altnagelvin Area Hospital, Glenshane Road

Londonderry

BT47 6SB

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Region code**

UK - United Kingdom



## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

FE South Eastern Regional College

Victoria Avenue

Newtownards

BT23 7EH

## **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

## **Country**

United Kingdom

## **Region code**

UK - United Kingdom

## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

FE Southern Regional College

Patrick Street

Newry

BT35 8DN

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

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**I.1) Name and addresses**

NI Water and its subsidiaries

Westland House

Belfast

BT14 6TE

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Northern Ireland Public Service Ombudsman

Progressive House 33 Wellington Place

Belfast

BT1 6HN

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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Main address

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Buyer's address

<https://etendersni.gov.uk/epps>

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

NI Blood Transfusion Service

Lisburn Road

Belfast

BT9 7TS

### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

### **Country**

United Kingdom

### **Region code**

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### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

NI Council For Integrated Education

25 College Gardens

Belfast

BT9 6BS

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Region code**

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

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**I.1) Name and addresses**

NI Fire and Rescue Services

1 Seymour Street

Lisburn

BT27 4SX

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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<https://etendersni.gov.uk/epps>

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**I.1) Name and addresses**

NI Fishery Harbour Authority

3 St Patricks Avenue

Downpatrick

BT30 6DW

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

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Main address

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Buyer's address

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

NI Local Government Officers Superannuation Committee

Templeton House, 411 Holywood Road

Belfast

BT4 2LP

### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

### **Country**

United Kingdom

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### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

NI Medical and Dental Training Agency

Beechill House, 42 Beechill Rd

Belfast

BT8 7RL

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

NI Regulation and Quality Improvement Authority

9th Floor Riverside Tower, 5 Lanyon Place

Belfast

BT1 3BT

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

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**Region code**

UK - United Kingdom



## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

## **I.2) Information about joint procurement**

The contract involves joint procurement

## **I.3) Communication**

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

Body governed by public law

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

General public services

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## **Section II: Object**

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

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

ID 4901529 - DoF - IT Assist - ICT Disposal Framework

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

- 72000000 - IT services: consulting, software development, Internet and support

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

Services

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

The Department of Finance - IT Assist wishes to establish a Framework Agreement for Disposal Services for IT equipment, electronic and electrical equipment for use by the Northern Ireland Public Sector including Northern Ireland Civil Service Departments, Agencies and Non Departmental Public Bodies. Unauthorised disclosure of information / sensitive data is a major risk mainly due to the increasing dependence on electronic storage systems and the use of disposable media. Organisations have therefore developed asset disposal strategies that can require data to be deleted from media and equipment sometimes prior to its permanent removal from site for disposal and/or recycling or for assured data destruction. The framework therefore seeks to appoint Suppliers to; securely and irreversibly delete data from a range of media either on the customer's premises or offsite; and securely and legally dispose of redundant information and communications technology equipment and media. Once the Framework Agreement has been established, secondary competitions will be completed for each disposal required. The Framework period is for 4 years. For further details regarding the requirement, please refer to document entitled 'ID 4901529 – Framework Specification'.

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

Value excluding VAT: £250,000

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

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 30200000 - Computer equipment and supplies
- 72611000 - Technical computer support services
- 90510000 - Refuse disposal and treatment
- 90500000 - Refuse and waste related services
- 90514000 - Refuse recycling services
- 90512000 - Refuse transport services
- 90513000 - Non-hazardous refuse and waste treatment and disposal services
- 72500000 - Computer-related services
- 72590000 - Computer-related professional services
- 72000000 - IT services: consulting, software development, Internet and support

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

NUTS codes

- UKN - Northern Ireland

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

The Department of Finance - IT Assist wishes to establish a Framework Agreement for Disposal Services for IT equipment, electronic and electrical equipment for use by the Northern Ireland Public Sector including Northern Ireland Civil Service Departments, Agencies and Non Departmental Public Bodies. Unauthorised disclosure of information / sensitive data is a major risk mainly due to the increasing dependence on electronic storage systems and the use of disposable media. Organisations have therefore developed asset disposal strategies that can require data to be deleted from media and equipment sometimes prior to its permanent removal from site for disposal and/or recycling or for assured data destruction. The framework therefore seeks to appoint Suppliers to; securely and irreversibly delete data from a range of media either on the customer's premises or offsite; and securely and legally dispose of redundant information and communications technology equipment and media. Once the Framework Agreement has been established,

secondary competitions will be completed for each disposal required. The Framework period is for 4 years. For further details regarding the requirement, please refer to document entitled 'ID 4901529 – Framework Specification'.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £250,000

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

Duration in months

48

This contract is subject to renewal

No

### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 10

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

Date

19 June 2024

Local time

3:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 18 September 2024

#### **IV.2.7) Conditions for opening of tenders**

Date

20 June 2024

Local time

3:30pm

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### **Section VI. Complementary information**

#### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: This Framework will potentially be due to be re-procured after the Framework period has concluded

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

Framework monitoring: the successful contractor's performance on the Framework Agreement will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in construction and procurement delivery (CPD) for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, this may be considered grounds for termination of the Suppliers Place on the Framework Agreement at your expense as provided for in the Conditions of Contract. In lieu of termination, CPD may issue a Notice of Written Warning or a Notice of Unsatisfactory Performance. A supplier in receipt of multiple Notices of Written Warning or a Notice of Unsatisfactory Performance may, in

accordance with The Public Contracts Regulations 2015 (as amended), be excluded from future public procurement competitions for a period of up to three years. The Framework Agreement. is being let by the Department of Finance on behalf of any listed public sector organisations requiring services in Northern Ireland including:- Government Departments; Agencies; Non-departmental Public Bodies; or other Contracting Authority (including subsidised. bodies or other grant recipients). A list of organisations is included in the tender documents. This framework Agreement will be used to progress the Government's wider social, economic and environmental objectives.

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.