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Not applicable

Provision of Travel Management Services

NORTHUMBRIAN WATER GROUP LIMITED

F14: Notice for changes or additional information

Notice identifier: 2022/S 000-016754

Procurement identifier (OCID): ocds-h6vhtk-03480e

Published 20 June 2022, 9:46am

Section I: Contracting authority/entity

I.1) Name and addresses

NORTHUMBRIAN WATER GROUP LIMITED

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DURHAM

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Main address

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Section II: Object**II.1) Scope of the procurement****II.1.1) Title**

Provision of Travel Management Services

Reference number

NW2424

II.1.2) Main CPV code

- 63516000 - Travel management services

II.1.3) Type of contract

Services

II.1.4) Short description

NWL have a requirement to tender the services of a travel

management company to support employees to book all travel requirements.

NWL - NWL have approx. 3000 employees with offices spread across the northeast of England, Essex, and Suffolk. In addition, we have operations in Scotland, Cork Ireland and

Gibraltar.

A travel system was introduced in late 2018, prior to that, employees were issued with Barclaycards. Currently out of scope of this requirement for NWL are Meetings and Events, Taxi requirements and Car rental. NWL have a travel policy in place which placed restrictions for standard class travel only and hotel limits.

Pre Covid, 2019 Spend on travel was in the region of £800,000 per annum. Travel services include Trains(5000 transactions), flights (200 transactions) and hotel accommodation (2300 transactions). We have started to see an increase in the volume over the last few months. It is difficult to estimate our future spend, however we do expect that the trend will continue to increase to in the region of £400,000 to £500,000 by the end of 2022

The contract will be for a three-year contract with the option to extend for a further two years.

Contract start date will be 1 July 2023

Section VI. Complementary information

VI.6) Original notice reference

Notice number: [2022/S 000-016745](#)

Section VII. Changes

VII.1) Information to be changed or added

VII.2) Other additional information

The total contract value should read £2,500,000 in lieu of £6,500,000