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Tender

## **Council Tax and Business Rates Recovery**

Settle Group

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-017054

Procurement identifier (OCID): ocds-h6vhtk-0507b3

Published 25 April 2025, 2:05pm

### **Scope**

#### **Description**

The Services to be delivered under the Contract will be a historic review of Settle's Council Tax and Business Rates accounts across the full property portfolio to identify any overpayments, progress recovery and identify potential improvements in Settle internal processes to reduce the instance of overpayments in future.

The objectives of the project are to:

- Identify and quantify historical overpayments of council tax and business rates made by Settle going back over as long a period as possible.
- Recover eligible overpaid amounts from relevant local authorities.
- Improve Settle internal systems and procedures to prevent future overpayments.
- Ensure legal compliance and maintain positive working relationships with the local authorities.

The project will be delivered over a 12 month period with an option to extend up to 18 months if required.

To access this opportunity, log in to the Delta eSourcing portal and use access code 4787B7CNE5.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Letchworth-Garden-City:-Business-analysis-consultancy-services./4787B7CNE5>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/4787B7CNE5>

### **Total value (estimated)**

- £180,000 excluding VAT
- £180,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 July 2025 to 1 July 2026
- Possible extension to 31 December 2026
- 1 year, 6 months

Description of possible extension:

The project will be delivered over a 12 month period with an option to extend for 6 months if required

### **Main procurement category**

Services

## **CPV classifications**

- 72221000 - Business analysis consultancy services
- 79410000 - Business and management consultancy services

## **Contract locations**

- UKH2 - Bedfordshire and Hertfordshire

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## **Participation**

### **Legal and financial capacity conditions of participation**

See procurement documents

### **Technical ability conditions of participation**

See procurement documents

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## **Submission**

### **Enquiry deadline**

12 May 2025, 5:00pm

**Tender submission deadline**

21 May 2025, 5:00pm

**Submission address and any special instructions**

<https://www.delta-esourcing.com>

**Tenders may be submitted electronically**

Yes

**Languages that may be used for submission**

English

**Award decision date (estimated)**

31 May 2025

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**Award criteria**

Name	Description	Type	Weighting
Quality	Long criteria description	Quality	70%
Cost	Long criteria description	Cost	30%

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**Other information**

## **Payment terms**

See procurement documents

## **Applicable trade agreements**

- Government Procurement Agreement (GPA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

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## **Contracting authority**

### **Settle Group**

- Public Procurement Organisation Number: PTZB-9665-XBGM

Blackhorse Road

Letchworth Garden City

SG6 1HA

United Kingdom

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Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government