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Tender

Energy Bill Validation Services

Westminster City Council

F02: Contract notice

Notice identifier: 2023/S 000-019499

Procurement identifier (OCID): ocds-h6vhtk-03dfe7

Published 7 July 2023, 3:29pm

Section I: Contracting authority

I.1) Name and addresses

Westminster City Council

64 Victoria Street, SW1E 6QP

London

SW1E 6QP

Email

tenders@westminster.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.capitalesourcing.com/go/04893394018920176B40>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.capitalesourcing.com/go/04893394018920176B40>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com/go/04893394018920176B40>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Energy Bill Validation Services

Reference number

itt_WCC_17220

II.1.2) Main CPV code

- 71314300 - Energy-efficiency consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Westminster City Council are looking to procure Energy Bill validation services to cover Westminster's 140 Corporate properties and housing services portfolios; Westminster's Housing Services portfolio consists of 1,170 properties.

Service providers will be required to deliver the below listed services: note that this list is not exhaustive, Westminster reserves the right to consider any additional services offered by the provider:

- Development and Maintenance of utility supply databases
- Utility Invoice validation services
- Utility Supplier Contract Management
- Utility Supplier Query Management / Resolution / Recovery
- Frequent and Ad-Hoc Reporting
- Online Portal
- o Monitoring of Schools' Supplies: Electricity, Gas, Water

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 38551000 - Energy meters
- 71314000 - Energy and related services
- 71314200 - Energy-management services
- 71314300 - Energy-efficiency consultancy services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Westminster City Council are looking to procure Energy Bill validation services to cover Westminster's 140 Corporate properties and housing services portfolios; Westminster's Housing Services portfolio consists of 1,170 properties.

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- Utility Supplier Query Management / Resolution / Recovery
- Frequent and Ad-Hoc Reporting
- Online Portal

o Monitoring of Schools' Supplies: Electricity, Gas, Water

II.2.5) Award criteria

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

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

Start date

1 November 2023

End date

1 November 2026

This contract is subject to renewal

Yes

Description of renewals

Extension option of 1+1 years

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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: Yes

IV.2) Administrative information

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

Date

7 August 2023

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

7 July 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

This opportunity and all associated procurement documents will be accessible via our e-sourcing portal, kindly visit; www.capitalesourcing.com and search for the following reference: itt_WCC_17220 - Energy Bill Validation ITT. If you have any questions, please submit these through the e-tendering portal("the Portal")

Our e-sourcing portal site is free to register on.

To view details of the Opportunity via the Portal please click the following link and enter your Username and Password:

<https://www.capitalesourcing.com/web/login.shtml>

Or browse as follows:- Connect to <https://www.capitalesourcing.com>

- Enter your Username and Password
- Go to Published Opportunities
- Click on the Project Title 'Energy Bill Validation ITT' to view details.

VI.4) Procedures for review

VI.4.1) Review body

Royal Court Of Justice

Strand, Edmund Street

London

WC2A 2LL

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Royal Court Of Justice

Strand, Edmund Street

London

WC2A 2LL

Country

United Kingdom