

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/019925-2024>

Tender

Direct Payment: PA Payroll and Managed Bank Account Service

Leeds City Council

F02: Contract notice

Notice identifier: 2024/S 000-019925

Procurement identifier (OCID): ocids-h6vhtk-04727e

Published 1 July 2024, 11:49am

Section I: Contracting authority

I.1) Name and addresses

Leeds City Council

Civic Hall, 3rd Floor West,

Leeds

LS1 1UR

Contact

Mandi Kaushal

Email

mandeep.kaushal@leeds.gov.uk

Telephone

+44 01133781013

Country

United Kingdom

Region code

UK - United Kingdom

National registration number

171459162

Internet address(es)

Main address

<https://www.leeds.gov.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104105>

I.3) Communication

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

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=82465&B=UK

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=82465&B=UK

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

Direct Payment: PA Payroll and Managed Bank Account Service

Reference number

88185

II.1.2) Main CPV code

- 79211110 - Payroll management services

II.1.3) Type of contract

Services

II.1.4) Short description

The service will include an enhanced payroll function, a basic payroll calculation only function and a managed bank account service. The contract will ensure that people have access to all these financial management aspects of their direct payment. The service will work within the principles of strength based, person centred and outcome focused support to the following specific groups of people: • Adults or Carer's receiving a Leeds Local Authority funded direct payment. • People with responsibility for a child/young person with Special Education Needs (SEN) and disabilities who receive a direct payment for the child's education, health, or social care needs. • Families of Children/Young People (CYP) with a personal budget • Adults and/or Children receiving an NHS ICB funded direct payment.

II.1.5) Estimated total value

Value excluding VAT: £3,600,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66110000 - Banking services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The service will include an enhanced payroll function, a basic payroll calculation only function and a managed bank account service. The contract will ensure that people have access to all these financial management aspects of their direct payment. The service will work within the principles of strength based, person centred and outcome focused support to the following specific groups of people: • Adults or Carer's receiving a Leeds Local Authority funded direct payment. • People with responsibility for a child/young person with Special Education Needs (SEN) and disabilities who receive a direct payment for the child's education, health, or social care needs. • Families of Children/Young People (CYP) with a personal budget • Adults and/or Children receiving an NHS ICB funded direct payment.

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 April 2025

End date

31 March 2028

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

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 000-019442](#)

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

Date

9 August 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

9 August 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

High Court of Justice

London

Country

United Kingdom