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Tender

SOL - Direct Payments, Payroll Administration and Managed Account Services 2025

Solihull Metropolitan Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-020929

Procurement identifier (OCID): ocids-h6vhtk-047bf1

Published 9 July 2024, 2:36pm

Section I: Contracting authority

I.1) Name and addresses

Solihull Metropolitan Borough Council

Council House, Manor Square

Solihull

B91 3QB

Contact

Corporate Procurement Service

Email

procteam@solihull.gov.uk

Country

United Kingdom

NUTS code

UKG32 - Solihull

Internet address(es)

Main address

<http://www.solihull.gov.uk>

Buyer's address

<http://www.csw-jets.co.uk>

I.3) Communication

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

<http://www.csw-jets.co.uk/>

Additional information can be obtained from the above-mentioned address

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

SOL - Direct Payments, Payroll Administration and Managed Account Services 2025

Reference number

SOL - 19090

II.1.2) Main CPV code

- 98000000 - Other community, social and personal services

II.1.3) Type of contract

Services

II.1.4) Short description

Solihull MBC are looking for a supplier to provide a Direct Payment Payroll and Managed Accounts service provides a range of different level interventions, according to need, for people in Solihull. The Provider will deliver: A Payroll and Managed Account Service to all people using the services including carers who need assistance to manage their Direct Payment arrangements. Provide person centred help and support tailored to meet the individual person's assessed care needs and all their other responsibilities through managing the Direct Payment on behalf of and together with the people using the service. This will be a cost and volume contract. • Managed Accounts Basic – (where invoices are paid but there is no payroll service required) • Calculation of four-weekly pay and pay-related liabilities only including production of payslip (e.g. HMRC and pension auto-enrolment administration) • Payroll and Managed Accounts Service – (where invoices are paid and in addition a payroll

II.1.5) Estimated total value

Value excluding VAT: £1,782,387

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG32 - Solihull

II.2.4) Description of the procurement

Direct payments account management and payroll services

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 2034

This contract is subject to renewal

Yes

Description of renewals

Recurrent contract

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

n/a

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

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

5 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

5 August 2024

Local time

12:00pm

Place

Solihull

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Solihull MBC

Solihull

Country

United Kingdom

Internet address

<http://solihull.gov.uk>