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Contract

## **Council Tax Debt Recovery Support Service**

City of Bradford Metropolitan District Council

F03: Contract award notice

Notice identifier: 2022/S 000-023108

Procurement identifier (OCID): ocids-h6vhtk-032dcc

Published 19 August 2022, 11:57am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

City of Bradford Metropolitan District Council

Britannia House, Hall Ings

Bradford

BD1 1HX

#### **Contact**

Richard Ulliyott

#### **Email**

[richard.ullyott@bradford.gov.uk](mailto:richard.ullyott@bradford.gov.uk)

#### **Telephone**

+44 07870851562

#### **Country**

United Kingdom

**NUTS code**

UKE41 - Bradford

**National registration number**

180808262

**Internet address(es)**

Main address

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

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/103277>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Council Tax Debt Recovery Support Service

#### **II.1.2) Main CPV code**

- 79100000 - Legal services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

This contract is for the provision of council tax debt recovery advisory support. The documentation provides our requirements for the Council Tax Debt Recovery Support Service. Business rates support may also be necessary from time to time. Cases will typically be sent in bundles of 1 -3 or more at a time and the Supplier is asked to comment on the prospect of success, the best way forward and likely costs associated with the various individual cases. The proposed contract will be for 3 years with the option to extend for a further two 12 month periods at the discretion of the Council.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,000,000

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

#### **II.2.3) Place of performance**

NUTS codes

- UKE41 - Bradford

**II.2.4) Description of the procurement**

This contract is for the provision of council tax debt recovery advisory support. The documentation provides our requirements for the Council Tax Debt Recovery Support Service. Business rates support may also be necessary from time to time. Cases will typically be sent in bundles of 1 -3 or more at a time and the Supplier is asked to comment on the prospect of success, the best way forward and likely costs associated with the various individual cases. The proposed contract will be for 3 years with the option to extend for a further two 12 month periods at the discretion of the Council.

**II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 10

**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

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**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: [2022/S 000-010032](#)

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## **Section V. Award of contract**

### **Contract No**

1

### **Title**

Council Tax Debt Recovery Support Service

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

16 June 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 5

Number of tenders received by electronic means: 5

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Wilkin Chapman LLP

PO Box 16, Town Hall Square

Grimsby

DN31 1HE

Email

[cgrocock@wilkinchapman.co.uk](mailto:cgrocock@wilkinchapman.co.uk)

Telephone

+44 1472262626

Fax

+44 1472240098

Country

United Kingdom

NUTS code

- UKE41 - Bradford

National registration number

OC343261

Internet address

<http://www.wilkinchapman.co.uk>

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £1,000,000

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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

City of Bradford Metropolitan District Council

1st Floor, Britannia House, Hall Ings

Bradford

BD1 1HX

Country

United Kingdom

Internet address

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

#### **VI.4.2) Body responsible for mediation procedures**

CBMDC

1st Floor Britannia House, Hall Ings

Bradford

BD1 1HX

Email

[Richard.Ullyott@bradford.gov.uk](mailto:Richard.Ullyott@bradford.gov.uk)

Telephone

+44 7870851562

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

CBMDC

1st Floor Britannia House, Hall Ings

Bradford

BD1 1HX

Email

[Richard.Ullyott@bradford.gov.uk](mailto:Richard.Ullyott@bradford.gov.uk)

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