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Tender

Multi-Provider Framework Agreement for the Provision of Actuarial, Benefits and Governance Consultancy Services

Norfolk County Council

The Environment Agency (as Administering Authority of the Environment Agency Pension Fund)

Essex County Council (as Administering Authority of the Essex Pension Fund)

Hampshire County Council (as Administering Authority of the Hampshire Pension Fund)

Surrey County Council (as Administering Authority of the Surrey Pension Fund)

Kent County Council (as Administering Authority of the Kent Pension Fund)

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

Notice identifier: 2025/S 000-023460

Procurement identifier (OCID): ocds-h6vhtk-05196d ([view related notices](#))

Published 20 May 2025, 4:42pm

Scope

Reference

NCCT43062

Description

Norfolk County Council, on its own behalf and on behalf of the Environment Agency (as Administering Authority of the Environment Agency Pension Fund), Essex County Council (as Administering Authority of the Essex Pension Fund), Hampshire County Council (as Administering Authority of the Hampshire Pension Fund), Surrey County Council (as Administering Authority of the Surrey Pension Fund) and Kent County Council (as Administering Authority of the Kent Pension Fund) wish to let a multi-provider, Framework

Agreement for the provision of Actuarial, Benefits and Governance Consultancy Services primarily in support of the Local Government Pension Scheme (LGPS).

Market Engagement has been undertaken under the Public Contracts Regulations 2015.
Prior information notice identifier: 2024/S 000-040957

Commercial tool

Establishes an open framework

A series of frameworks with substantially the same terms. Awarded suppliers are carried over and new suppliers can bid.

Total value (estimated)

- £500,000,000 excluding VAT
- £700,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 10 November 2025 to 9 November 2033
- 8 years

Main procurement category

Services

Contract locations

- UK - United Kingdom

Not the same for all lots

CPV classifications are shown in Lot sections, because they are not the same for all lots.

Lot 1. Actuarial Services

Description

Provision of Actuarial Services

Lot value (estimated)

- £500,000,000 excluding VAT
- £700,000,000 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 66519600 - Actuarial services

Same for all lots

Contract locations and contract dates are shown in the Scope section, because they are

the same for all lots.

Lot 2. Benefits Consultancy

Description

Provision of Benefits Consultancy

Lot value (estimated)

- £500,000,000 excluding VAT
- £700,000,000 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 66523000 - Pension fund consultancy services

Same for all lots

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 3. Governance Consultancy

Description

Provision of Governance Consultancy

Lot value (estimated)

- £500,000,000 excluding VAT
- £700,000,000 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 66523000 - Pension fund consultancy services

Same for all lots

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 4. Funding Risk Advisory Services

Description

Provision of Funding Risk Advisory Services

Lot value (estimated)

- £500,000,000 excluding VAT
- £700,000,000 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 66520000 - Pension services

Same for all lots

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 5. Consultancy Services to Support Specialist Projects

Description

Provision of Consultancy Services to Support Specialist Projects

Lot value (estimated)

- £500,000,000 excluding VAT
- £700,000,000 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 66523000 - Pension fund consultancy services

Same for all lots

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Framework

Open framework scheme end date (estimated)

9 November 2033

Maximum number of suppliers

Unlimited

Maximum percentage fee charged to suppliers

1%

Further information about fees

A flat Management Fee of 1% will apply to all contracts let under this framework. This will be due for cash payment to the Norfolk Pension Fund to cover the administration of The National LGPS Frameworks as at 31 March each year for work invoiced during the financial year.

Framework operation description

Applicants are required to complete the Form G Pricing Spreadsheets for each Lot they are bidding for and return this with the Invitation to Tender.

Each time a framework user has a requirement it will either:

hold a competition involving all suppliers capable of performing the contract. This will involve inviting bids from Suppliers on the Framework and will be scaled to the size and complexity of the requirement ("Further Competition") Contracting Authorities may appoint a single provider for one or more Lots.

Or directly award a contract to one supplier from information supplied in the Invitation to Tender and from the prices submitted in the pricing schedule ("Direct Award") (Lot 5 only).

Direct Awards will be made based on the information supplied in Applicants' responses to the Invitation to Tender and from the prices submitted in the pricing schedule, and will take into account:

- The services offered in the Invitation to Tender aligned with the specific requirement.
- The price(s) quoted in the Pricing Schedule
- Any capacity constraints indicated within the Framework tender response.

Where a Provider is unable to fulfil the requirement at direct contract award, the next most appropriate Provider will be awarded the contract.

The Council and any nominated users of the Framework Agreement reserve the right to conduct Further Competitions using the Competitive Flexible procedure where appropriate.

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

The framework may be used by:

Any LGPS administering authorities as defined in the Local Government Pension Scheme Regulations 2013 (SI 2013/2356) (as amended) including the Firefighters' and Police Pension Schemes and any of their participating employing authorities, or in relation to the LGPS in Scotland, any administering authority and any of their scheme employers as defined in the Local Government Pension Scheme (Scotland) Regulations 2018 (SSI 2018/141) (as amended),

NILGOSC in Northern Ireland and employing authorities as defined in the Local Government Pension Scheme Regulations (Northern Ireland) 2014 (SRNI 2014/188) (as amended),

The Board of the Pension Protection Fund.

Any other administering authority or scheme manager of a public-sector pension scheme or any public-sector body that requires pensions related services, and

Any LGPS Fund(s) or groups of funds, or any bodies, organisations or companies established by them for the purpose of operating on a collective basis.

Participation

Particular suitability

Lot 1. Actuarial Services

Lot 2. Benefits Consultancy

Lot 3. Governance Consultancy

Lot 4. Funding Risk Advisory Services

Lot 5. Consultancy Services to Support Specialist Projects

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

18 June 2025, 2:00pm

Tender submission deadline

15 July 2025, 2:00pm

Submission address and any special instructions

This procurement will be managed electronically via the Council's e-procurement system. To participate in this procurement, applicants must first be registered on the system at <https://in-tendhost.co.uk/norfolkcc>. Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc.aspx/BuyerProfiles>. Once registered you will be able to see the procurement project under the `tenders` section and `express an interest` to view the documentation. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or e-mailing support@in-tend.co.uk.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

7 October 2025

Award criteria

Lot 1. Actuarial Services

Name	Type	Weighting
Maintaining knowledge and understanding	Quality	12%

Name	Type	Weighting
Key Personnel	Quality	12%
Statutory Services and Specialist Advice and Support	Quality	12%
Future Sustainability of the LGPS	Quality	11%
Performance Management	Quality	10%
Changing shape of public service delivery	Quality	10%
Client Relationship Management	Quality	9%
Working with other service providers	Quality	8%
Technology	Quality	6%
Sharing research and added value	Quality	5%
Environmental, Social Governance	Quality	5%

Lot 2. Benefits Consultancy

Name	Type	Weighting
Maintaining knowledge and understanding	Quality	17%
Key Personnel	Quality	16%
Engagement and specialist advice and support	Quality	16%
Changing shape of public service delivery	Quality	14%
Performance Management	Quality	10%
Client Relationship Management	Quality	9%
Working with other service providers	Quality	8%
Sharing research and added value	Quality	5%
Environmental, Social Governance	Quality	5%

Lot 3. Governance Consultancy

Name	Type	Weighting
Maintaining knowledge and understanding	Quality	16%
Key Personnel	Quality	16%
Engagement and specialist advice and support	Quality	16%
Changing shape of public service Delivery	Quality	15%
Performance Management	Quality	10%
Client Relationship Management	Quality	9%
Working with other service providers	Quality	8%
Sharing research and added value	Quality	5%
Environmental, Social Governance	Quality	5%

Lot 4. Funding Risk Advisory Services

Name	Type	Weighting
Maintaining knowledge and understanding	Quality	15%
Key Personnel	Quality	14%
Performance Management	Quality	10%
Changing shape of public service pensions governance	Quality	10%
Client Relationship Management	Quality	9%
Working with other service providers	Quality	8%
Tools and Approaches	Quality	8%
Management and Mitigation of Risks	Quality	8%
Policy Development	Quality	8%
Sharing research and added value	Quality	5%
Environmental, Social Governance	Quality	5%

Lot 5. Consultancy Services to Support Specialist Projects

Name	Type	Weighting
Maintaining Knowledge and Understanding	Quality	16%
Key Personnel	Quality	16%
Project Management Methodology	Quality	16%
Changing Shape of Public Service Delivery	Quality	15%
Performance Management	Quality	10%
Client Relationship Management	Quality	9%
Working with other service providers	Quality	8%
Sharing research and added value	Quality	5%
Environmental, Social Governance	Quality	5%

Other information

Description of risks to contract performance

Norfolk County Council has joined the government's Devolution Priority Programme.

This process has the potential to lead to the establishment of a county combined authority for Norfolk and Suffolk, with strategic powers, headed by an elected mayor. A consultation is under way.

Government has also invited participation by Norfolk in Local Government Review. This process has the potential to lead to unitary local government in Norfolk. One of these changes could happen without the other. The contract may be assigned or novated to any successor authority(ies) to Norfolk County Council or to any joint body incorporating or formed by any such successor. The County Council or a successor authority or joint body may order services on behalf of other local authorities serving any area within Norfolk's current geographical boundaries.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Documents

Associated tender documents

<https://in-tendhost.co.uk/norfolkcc>

[ITT to issue.docx](#)

[250520 Actuarial Call-off Terms and Conditions - clean.pdf](#)

[250520 Actuarial Framework Agreement - clean.pdf](#)

[Specification of Requirements - to issue.pdf](#)

[Form G Pricing - Lot 1.xlsx](#)

[Form G Pricing - Lot 2, Lot 3, Lot 4 and Lot 5.xlsx](#)

Contracting authorities

Norfolk County Council

- Public Procurement Organisation Number: PDYH-3246-XWTR

County Hall, Martineau Lane

Norwich

NR1 2DH

United Kingdom

Email: sourcingteam@norfolk.gov.uk

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government

The Environment Agency (as Administering Authority of the Environment Agency Pension Fund)

- Public Procurement Organisation Number: PNWW-1475-NYLN

Seacole Building, 2 Marsham Street

London

SW1P 4DF

United Kingdom

Email: procurement@defra.gov.uk

Region: UKI32 - Westminster

Organisation type: Public authority - central government

Essex County Council (as Administering Authority of the Essex Pension Fund)

- Public Procurement Organisation Number: PWVM-4844-NRQH

County Hall, Market Road

Chelmsford

CM1 1QH

United Kingdom

Email: ProcurementSandA@essex.gov.uk

Region: UKH36 - Heart of Essex

Organisation type: Public authority - sub-central government

Hampshire County Council (as Administering Authority of the Hampshire Pension Fund)

- Public Procurement Organisation Number: PBHM-7586-PWLP

The Castle, High Street

Winchester

SO238UJ

United Kingdom

Email: strategic.procurement@hants.gov.uk

Region: UKJ36 - Central Hampshire

Organisation type: Public authority - sub-central government

Surrey County Council (as Administering Authority of the Surrey Pension Fund)

- Public Procurement Organisation Number: PWRH-8974-TNBV

Woodhatch Place, 11 Cockshot Hill

Reigate

RH2 8EF

United Kingdom

Email: ProcurementPMO@eastsussex.gov.uk

Region: UKJ26 - East Surrey

Organisation type: Public authority - sub-central government

Kent County Council (as Administering Authority of the Kent Pension Fund)

- Public Procurement Organisation Number: PLDL-8938-YGYW

County Hall

Maidstone

ME14 1XQ

United Kingdom

Email: sourcingsupportteam@kent.gov.uk

Region: UKJ45 - Mid Kent

Organisation type: Public authority - sub-central government

Contact organisation

Contact Norfolk County Council for any enquiries.