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Tender

## **Welfare Benefits and Debt Advice Service**

Birmingham City Council

F02: Contract notice

Notice identifier: 2021/S 000-026824

Procurement identifier (OCID): ocds-h6vhtk-02f035

Published 26 October 2021, 4:54pm

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

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

Birmingham City Council

10 Woodcock Street

Birmingham

B4 7WB

#### **Email**

[etendering@birmingham.gov.uk](mailto:etendering@birmingham.gov.uk)

#### **Telephone**

+44 1214648000

#### **Fax**

+44 1213037322

#### **Country**

United Kingdom

**NUTS code**

UKG31 - Birmingham

**Internet address(es)**

Main address

[www.finditinbirmingham.com](http://www.finditinbirmingham.com)

Buyer's address

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

**I.3) Communication**

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

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

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

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## **Section II: Object**

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

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

Welfare Benefits and Debt Advice Service

Reference number

P0823

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

- 75200000 - Provision of services to the community

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

Services

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

The Council wishes to establish a Contract for the provision of Welfare benefits, debt advice and tribunal representation service as set out in the service specification document. The services have been divided into 3 Lots: I. Face to Face Advice and Area Leadership Role: Four individual geographical contracts for North, South, East, West and Central Birmingham. II. Telephone Advice Service: A city-wide telephone advice service (welfare benefits and debt advice). III. Tribunal Representation Service: Advice and representation at tribunal for any welfare benefit that has an independent right of appeal. Lot Service: Lot 1a - Face-to-Face Advice and Area Leadership Role - North Lot 1b - Face-to-Face Advice and Area Leadership Role - South Lot 1c - Face-to-Face Advice and Area Leadership Role - East Lot 1d - Face-to-Face Advice and Area Leadership Role – West and Central Lot 2 - Telephone Advice – Citywide Lot 3 - Tribunal Representation – Citywide

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,177,500

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Face-to-Face Advice & Area Leadership Role - North

Lot No

1a

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

- 75200000 - Provision of services to the community

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

NUTS codes

- UKG31 - Birmingham

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

For the Face to Face Advice & Area Leadership Role, a bidder can bid for all four lots but can only be awarded a maximum of two geographical areas.

### **II.2.5) Award criteria**

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

### **II.2.6) Estimated value**

Value excluding VAT: £210,000

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

Duration in months

36

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

## **II.2) Description**

### **II.2.1) Title**

Face-to-Face Advice & Area Leadership Role - South

Lot No

1b

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

- 75200000 - Provision of services to the community

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

NUTS codes

- UKG31 - Birmingham

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

For the Face to Face Advice & Area Leadership Role, a bidder can bid for all four lots but can only be awarded a maximum of two geographical areas.

### **II.2.5) Award criteria**

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

### **II.2.6) Estimated value**

Value excluding VAT: £210,000

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

Duration in months

36

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

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

#### **II.2.1) Title**

Face-to-Face Advice and Area Leadership Role - East

Lot No

1c

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

- 75200000 - Provision of services to the community

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

NUTS codes

- UKG31 - Birmingham

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

For the Face to Face Advice & Area Leadership Role, a bidder can bid for all four lots but can only be awarded a maximum of two geographical areas.

#### **II.2.5) Award criteria**

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

#### **II.2.6) Estimated value**

Value excluding VAT: £210,000

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

Duration in months

36

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

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

#### **II.2.1) Title**

Face-to-Face Advice and Area Leadership Role – West & Central

Lot No

1d

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

- 75200000 - Provision of services to the community

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

NUTS codes

- UKG31 - Birmingham

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

For the Face to Face Advice & Area Leadership Role, a bidder can bid for all four lots but can only be awarded a maximum of two geographical areas.

#### **II.2.5) Award criteria**

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

#### **II.2.6) Estimated value**

Value excluding VAT: £210,000

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

Duration in months

36

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

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

#### **II.2.1) Title**

Telephone Advice – Citywide



Lot No

2

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

- 75200000 - Provision of services to the community

**II.2.3) Place of performance**

NUTS codes

- UKG31 - Birmingham

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

Only one supplier will be appointed for the Telephone Advice.

**II.2.5) Award criteria**

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

**II.2.6) Estimated value**

Value excluding VAT: £247,500

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

Duration in months

36

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

## **II.2) Description**

### **II.2.1) Title**

Tribunal Representation – Citywide

Lot No

3

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

- 75200000 - Provision of services to the community

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

NUTS codes

- UKG31 - Birmingham

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

Only one supplier will be appointed for the Tribunal Representation.

### **II.2.5) Award criteria**

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

### **II.2.6) Estimated value**

Value excluding VAT: £90,000

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

Duration in months

36

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

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### **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

Details will be provided in the tender documentation.

##### **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

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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: Yes

### **IV.2) Administrative information**

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

Date

6 December 2021

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

6 December 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

The Contract will last for 3 years (unless terminated under the terms and conditions of contract. Please note TUPE will apply to this contract. The TUPE information will be released to you upon receipt of a signed copy of Appendix 3 – TUPE Confidentiality Agreement. You are advised to fill this in as soon as possible on receipt and return via <https://in-tendhost.co.uk/birminghamccf> you are interested in quoting please click on the following link to access Birmingham City Council's tender Portal: <https://in-tendhost.co.uk/birminghamcc/> and submit your details to register as a bidder. We will send you a log on and password so you can download the Invitation to Tender document and supporting information; your completed ITT should be returned by 1200hrs on 6th December 2021 using the Supplier Portal.

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

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

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom