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Contract

Administrator for an Assured Trader Scheme

Norfolk County Council

F03: Contract award notice

Notice identifier: 2022/S 000-027864

Procurement identifier (OCID): ocds-h6vhtk-03584a

Published 4 October 2022, 2:53pm

Section I: Contracting authority

I.1) Name and addresses

Norfolk County Council

Martineau Lane

Norwich

Email

sourcingteam@norfolk.gov.uk

Country

United Kingdom

NUTS code

UKH15 - Norwich and East Norfolk

Internet address(es)

Main address

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

Buyer's address

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

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

Administrator for an Assured Trader Scheme

Reference number

NCCT42450

II.1.2) Main CPV code

- 75112000 - Administrative services for business operations

II.1.3) Type of contract

Services

II.1.4) Short description

Norfolk County Council has appointed an Administrator to provide an Assured Trader Scheme.

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: £178,300

II.2) Description

II.2.2) Additional CPV code(s)

- 75112000 - Administrative services for business operations

II.2.3) Place of performance

NUTS codes

- UKH1 - East Anglia

II.2.4) Description of the procurement

Norfolk County Council Trading Standards currently operates an assured trader scheme known as Norfolk Trusted Trader ('the Scheme'). The scheme was set up in 2009 as part of Norfolk Trading Standards' campaign to safeguard consumers from pressure selling, especially by doorstep rogue traders. Businesses are accepted as scheme members if they meet a pre-determined criterion. Norfolk County Council has appointed an Administrator to provide an Assured Trader Scheme.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70%

Price - Weighting: 30

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: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-021133](#)

Section V. Award of contract

Contract No

NCCT42450

Title

Administrator fro an Assured Trader Scheme

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

28 September 2022

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

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

V.2.3) Name and address of the contractor

Trusted Directory Services

Tiddington

Country

United Kingdom

NUTS code

- UKG13 - Warwickshire

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £180,000

Total value of the contract/lot: £178,300

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Nplaw

Norwich

Country

United Kingdom

