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Tender

## **TC813 - The Provision of Enforcement Agent Services**

Manchester City Council

F02: Contract notice

Notice identifier: 2024/S 000-027877

Procurement identifier (OCID): ocds-h6vhtk-04971a

Published 2 September 2024, 10:55am

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

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

Manchester City Council

Floor 5 (Mount Street Elevation), Town Hall Extension, Albert Square

Manchester

M60 2LA

#### **Contact**

Ms Mavis Kiang

#### **Email**

[Mavis.Kiang@manchester.gov.uk](mailto:Mavis.Kiang@manchester.gov.uk)

#### **Telephone**

+44 1612192577

#### **Country**

United Kingdom

**Region code**

UKD3 - Greater Manchester

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

[www.the-chest.org.uk](http://www.the-chest.org.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.the-chest.org.uk](http://www.the-chest.org.uk)

**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**

## TC813 - The Provision of Enforcement Agent Services

Reference number

DN740984

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

- 75242110 - Bailiff services

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

Services

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

The provision of an Enforcement Agents (Bailiff) and Debt Recovery Service.

The framework is split into 2 Lots as follows:

Lot 1 Council Tax and Non-Domestic Rates (NDR)

Lot 2 Parking and Bus Lane Enforcement

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

Value excluding VAT: £2,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

## **II.2) Description**

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

Council Tax and Non-Domestic Rates (NDR)

Lot No

1

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

- 98350000 - Civic-amenity services

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

NUTS codes

- UKD3 - Greater Manchester

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

Further details are set out in the procurement documents.

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

Quality criterion - Name: Quality / Weighting: 70

Quality criterion - Name: Social Value / Weighting: 20

Quality criterion - Name: Zero Carbon & Environment / Weighting: 10

Price - Weighting: 0

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

Value excluding VAT: £2,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

An extension is available for 24 months.

### **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.2.14) Additional information**

The Council is using the e-business portal known as the Chest. Applicants will need to register their details at the following link [www.the-chest.org.uk](http://www.the-chest.org.uk). Applicants will need to electronically submit their completed tender documents, via the online portal by 11 am on 2nd October 2024 as referred to in IV.2.2.

## **II.2) Description**

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

Parking and Bus Lane Enforcement

Lot No

2

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

- 98351110 - Parking enforcement services

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

NUTS codes

- UKD3 - Greater Manchester

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

Further details are set out in the procurement documents.

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

Quality criterion - Name: Quality / Weighting: 70

Quality criterion - Name: Social Value / Weighting: 20

Quality criterion - Name: Zero Carbon & Environment / Weighting: 10

Price - Weighting: 0

**II.2.6) Estimated value**

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 6

In the case of framework agreements, provide justification for any duration exceeding 4 years:

#### **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

2 October 2024

Local time

11:00am

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

2 October 2024

Local time

11:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The Council is using the e-business portal known as the Chest. Applicants will need to register their details at the following link [www.the-chest.org.uk](http://www.the-chest.org.uk). Once registered, applicants will be emailed a log-in and password which will allow them to gain access to the documentation relating to this opportunity. Applicants will need to electronically submit their completed tender documents, via the online portal by 11 am on 2nd October 2024 as referred to in IV.2.2. Any clarification queries must also be submitted via the Chest website by the date referred to in the tender documentation.

The contracts will be for 2 years, expected to commence on 8th November 2024 with an option to extend for up to an additional 2 years.

Social Value offering will be considered in terms of ease of delivery as well as benefit to the city. The successful supplier will be required to actively participate in the economic and social regeneration of the locality of, and surroundings of, the place of delivery of the contract. Therefore, selection and award criteria, specification requirements and contract performance conditions may relate in particular to social and environmental considerations as relevant to the subject matter of this project.

The Council reserves the right not to award the framework, as a result of this Contract



Notice. The Council shall not be liable for any costs or expenses incurred by any organisation in responding to this notice or in tendering for the proposed framework.

All submissions must be in English, with any clarifications or discussions conducted in English. Tenders and supporting documents must be priced in pounds sterling and all payments under the proposed contract will be made in pounds sterling.

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

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

The High Court (England, Wales and Northern Ireland)

The Strand

London

WC2A 2LL

Country

United Kingdom

##### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Council will incorporate a minimum 10 calendar day standstill period at the point information on the award of the framework is communicated to tenderers prior to entering the framework. If an appeal regarding the award of a framework has not been successfully resolved, the Public Contract Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).