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Tender

TC496 - Provision of Purchase Card Service

Manchester City Council

F02: Contract notice

Notice identifier: 2022/S 000-028708

Procurement identifier (OCID): ocds-h6vhtk-037518

Published 12 October 2022, 2:22pm

Section I: Contracting authority

I.1) Name and addresses

Manchester City Council

Room 407, Town Hall

Manchester

M60 2LA

Contact

Mrs Louise Causley

Email

louise.causley@manchester.gov.uk

Telephone

+44 1612344290

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

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

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

TC496 - Provision of Purchase Card Service

Reference number

DN637339

II.1.2) Main CPV code

- 66000000 - Financial and insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of a secure purchasing card solution, which utilises a widely available credit card, in common use by suppliers and complemented by an appropriately resourced supplier recruitment service that will achieve both conversion from one card to another (if required) and the growth of the programme via the recruitment of more suppliers capable of flowing Level 3 Purchase Card data.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD3 - Greater Manchester

II.2.4) Description of the procurement

Provision of a secure purchasing card solution, which utilises a widely available credit card, in common use by suppliers and complemented by an appropriately resourced supplier recruitment service that will achieve both conversion from one card to another (if required) and the growth of the programme via the recruitment of more suppliers capable of flowing Level 3 Purchase Card data.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Quality criterion - Name: Social and Ethical Value / Weighting: 20

Quality criterion - Name: Environmental and Climate Change / Weighting: 10

Price - Weighting: 50

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

Extension for up to 2 years.

II.2.10) Information about variants

Variants will be accepted: Yes

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. Applicants will need to electronically submit their completed tender documents, including online questionnaire, via the on-line portal by 11am on 14th November 2022 as referred to in IV.2.2.

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

Date

14 November 2022

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

14 November 2022

Local time

11:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

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 . 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, including online questionnaire, via the on-line portal by 11am on 14th November 2022 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 framework will be for 2 years, expected to commence 1st April 2023 - 31st March 2025 with option to extend for up to an additional 2 year(s).

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.

Tenderers should note that although quantities and descriptions in the tender are those used and required by Manchester City Council this Framework is open to, and may be used by, other Association of Greater Manchester Authorities (AGMA), its associate members and other Manchester Partners - this includes the following:

Bolton MBC (inc Bolton at Home), Stockport MBC, Tameside MBC, Oldham MBC, Trafford MBC, Rochdale MBC, Bury MBC, Salford MBC, Wigan, Blackburn with Darwen BC, Blackpool BC, Blackpool Coastal Housing, Enveco (Blackpool), Cheshire East BC, Warrington MBC, Greater Manchester Fire and Rescue Authority, Greater Manchester Police Authority, Greater Manchester Waste Disposal Authority, Manchester Central

Convention Complex, Commission for New Economy, Transport for Greater Manchester, Greater Manchester Combined Authority, Greater Manchester Integrated Transport Authority, Manchester College, PATROL, One Education Ltd, Northwards Housing, Salford City College.

VI.4) Procedures for review

VI.4.1) Review body

Manchester City Council

Manchester

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 into 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).