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Contract

CO0345 MULTI-TAX ADVISORY SERVICE

Essex County Council

F03: Contract award notice

Notice identifier: 2023/S 000-028822

Procurement identifier (OCID): ocds-h6vhtk-03e4d9

Published 29 September 2023, 2:43pm

Section I: Contracting authority

I.1) Name and addresses

Essex County Council

County Hall, Market Road

Chelmsford

CM1 1QH

Contact

Mr Andrew Beaver

Email

Andrew.beaver@essex.gov.uk

Telephone

+44 333

Country

United Kingdom

Region code

UKH3 - Essex

Internet address(es)

Main address

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

Buyer's address

<https://www.essex.gov.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

CO0345 MULTI-TAX ADVISORY SERVICE

Reference number

DN679848

II.1.2) Main CPV code

- 79221000 - Tax consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council is seeking a supplier to provide a multi-tax advisory service covering all relevant

indirect and direct taxes.

The service should be provided through a mix of channels as deemed appropriate but should

be based on remote digital access options (e.g. Microsoft Teams, e-mail, etc) with an option

for on-site physical presence for distinct pieces of work.

The service is expected to work closely with and complement the ECC Financial Accounting

Team.

The service will be used primarily within the Council's Financial Services and Financial Accounting teams but shall have scope for future growth should demand dictate over the term.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

The Council is seeking a supplier to provide a multi-tax advisory service covering all relevant

indirect and direct taxes.

The service should be provided through a mix of channels as deemed appropriate but should

be based on remote digital access options (e.g. Microsoft Teams, e-mail, etc) with an option

for on-site physical presence for distinct pieces of work.

The service is expected to work closely with and complement the ECC Financial Accounting

Team.

The service will be used primarily within the Council's Financial Services and Financial Accounting teams but shall have scope for future growth should demand dictate over the term.

The key outcomes of the service provision being sought are:

- Cost effective, efficient and professional Tax-advisory support service

provided to the Council's customers; and

- a seamless service provision, with selected partner considered an

extension of the Council's In-house Finance team

It is envisaged that this multi-tax advisory service will be delivered through a combination of:

- A multi-tax support service (e.g. helpline/portal), providing unlimited access to specialists

during standard working hours who will respond to queries on indirect and direct taxes within

48 hours. Any advice provided orally to the Authority will be followed up with written confirmation, usually via electronic means (e-mail, or other).

- Consultancy days tailored to advising on more complex tax matters or specific projects or

issues (minimum of 10 days per annum, but with the option to purchase additional days at an

agreed daily rate) which may require on site ECC presence. The Bidder is required to ensure

that personnel appointed are suitably skilled and qualified to undertake the specific task.

Assessment of the Authority's performance in different areas of tax compliance, to be delivered through a combination of health checks, process reviews, audits and/ or

benchmarking.

- Assistance with preparation for HMRC inspections and with making voluntary disclosures

(should the need arise), to minimise any penalties that may be imposed due to errors or omissions.

- Assistance with Section 33 recovery method partial exemption calculations.

- Assistance with resolving disputes (should the need arise) with HM Revenue and Customs,

through investigation, negotiation, mediation and litigation.

- Technical updates, commentary and analysis on strategic and topical issues and opportunities.

- Provision of up-to-date reference material and manuals.

- Provision of annual training events (for two delegates, with the option to purchase additional places as required), with modules covering a range of different taxes, with particular focus upon the taxation of public sector bodies and those taxes that the Council may encounter through partnerships, pooling, cost sharing and outsourcing.

- A client liaison manager will oversee the provision of the tax advisory service to the Council

and will meet with relevant Council officers to discuss and review its tax position.

- Access to above services will be via Council's Deputy Chief Accountant being the primary

point of contact for client liaison, and the Services should be scalable to meet demand.

- Acceptance testing: The Bidder will conduct Acceptance Testing of the solution to ensure

it is compliant with all relevant policies and procedures prior to Contract commencement.

- The Council shall have the option to undertake reviews of the Solution and any related

Acceptance Testing processes, or procedures to ensure that the solution remains compliant over the Contract term

II.2.5) Award criteria

Quality criterion - Name: Quality - Technical Questions / Weighting: 55

Quality criterion - Name: Quality - Social Value / Weighting: 5

Price - Weighting: 40

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: [2023/S 000-021336](#)

Section V. Award of contract

A contract/lot is awarded: No

V.1) Information on non-award

The contract/lot is not awarded

No tenders or requests to participate were received or all were rejected

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

London

Country

United Kingdom

