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Contract

## **PS21102 Administration of the Green Deal Oversight and Registration body**

Department for Business Energy and Industrial Strategy

F03: Contract award notice

Notice identifier: 2021/S 000-028942

Procurement identifier (OCID): ocds-h6vhtk-02ce4c

Published 19 November 2021, 3:22pm

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

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

Department for Business Energy and Industrial Strategy

1 Victoria Street

London

SW1H 0ET

#### **Contact**

Joe Wightman

#### **Email**

[professionalservices@uksbs.co.uk](mailto:professionalservices@uksbs.co.uk)

#### **Telephone**

+44 1793425052

#### **Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/department-for-business-energy-and-industrial-strategy>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Other activity

Business and Industrial Strategy

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**Section II: Object**

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

**II.1.1) Title**

PS21102 Administration of the Green Deal Oversight and Registration body

Reference number

PS21102

**II.1.2) Main CPV code**

- 75100000 - Administration services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

#### 11.1.4) Short description

The final date and time for the submission of bids is Friday 3rd September at 11:00.

DO NOT apply directly to the buyer.

All tender information MUST be submitted through the Delta eSourcing Portal.

The Department for Business, Energy & Industrial Strategy (BEIS) is looking for a contractor to administer the Green Deal (GD) Oversight and Registration Body (GD ORB) from 1 November 2021. The GD ORB acts on behalf of the Secretary of State as the delivery arm to administer the functions of the GD, as set out in the Energy Act 2011 and Green Deal Framework (Disclosure, Acknowledgement, Redress etc) Regulations (the 1 Framework Regulations•). The successful tenderer will be expected to be familiar with, and have proper regard to, the relevant GD provisions of the Energy Act 2011 and the Framework Regulations when acting in this capacity.

The Contract duration shall be for a period of 20 months. There is the potential to extend the contract for 1+1 years, subject to budgetary approval. It is likely that all of the activity areas will still be necessary in years 3 and 4. However, this could be varied depending on whether the Government reviews, and consults on, the future of the scheme.

Payments to be made monthly in arrears, upon receipt of invoice for work completed.

#### How to Apply

UK Shared Business Services Ltd (UK SBS) will be using the Delta eSourcing Portal for this procurement. To register on the Delta eSourcing portal please use the link <http://www.deltaesourcing.com/> (<https://www.delta-esourcing.com/>). and follow the instructions to register.

If you are already registered on the Delta eSourcing Portal and wish to participate in this procurement, please use the Link: <http://www.delta-esourcing.com/>

.(<https://www.delta-esourcing.com/>). and the follow the instructions to 1 Log in1

Once you are Logged into the system you will be able to link yourself into this procurement using the Access Code:79Q3T283Q3

#### 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: £865,000

## **II.2) Description**

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

- 75110000 - General public services
- 75120000 - Administrative services of agencies
- 75130000 - Supporting services for the government

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

NUTS codes

- UKI - London

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

The final date and time for the submission of bids is Friday 3rd September at 11:00. DO NOT apply directly to the buyer.

All tender information MUST be submitted through the Delta eSourcing Portal. The GD ORB will administer the following activity areas:

(a) Authorise GD Providers and Certification Bodies (and withdraw authorisation where appropriate) and issue licences for the GD Quality Mark, liaising with the REC as necessary. A GD Provider is responsible for providing the finance and arranging for the installation of the agreed energy efficiency improvements through a GD Installer (the terms of these arrangements are set out in a GD Plan) and the ongoing obligations in relation to the GD Plan. The GD ORB will assess companies' applications to become a domestic and/or non-domestic GD Provider and make recommendations to BEIS on whether they should be authorised. When an authorised GD Provider no longer wishes or can no longer be authorised as a GD Provider, the GD ORB will manage the withdrawal of authorisation and any implications this brings. For GD Installers and GD Assessors, this role is performed by GD Certification Bodies. The GD ORB will manage the authorisation and withdrawal of GD Certification Bodies. Authorisation processes and criteria already exist. The GD ORB will also license GD Participants to use the GD Quality Mark.

(b) Maintain and publish the Register of GD Participants (GD Providers, GD Installers and GD Assessors) and GD Certification Bodies on the GD ORB website. The GD Participant and GD Certification Bodies Registers are a regulatory requirement showing all parties certified to operate under the GD. The GD ORB enters data on certified GD Providers and

GD Certification Bodies, whilst GD Certification Bodies do this for GD Installers and GD Assessors that they certify. The members section of the GD ORB website provides functionality to do this.

(c) Provide information on the administration of the GD scheme to industry participants via the GD ORB website (including the members area), a helpdesk service (operated by email) and engage with industry as required. This will include maintaining the key operating rules and procedures for the scheme as published on the GD ORB website currently. The GD ORB will maintain the functionality and use of the GD ORB website to provide relevant information to GD Participants. The members area is a secure area for GD Participants and GD Certification Bodies to access key information and update the details held within the Registers.

(d) Report on information contained in the GD Participants and GD Certification Bodies Registers and the on-going administration of the GD to BEIS. The GD ORB will ensure that the information on the Register databases is compiled and shared with the BEIS statistical team and the operator of the GD Registers (the Registers containing details of domestic and non-domestic GD Advice Reports (GDARs), GD Improvement Plans (GDIPs) and GD Plans) as requested. The GD ORB will also provide information for BEIS on the on-going operation of the GD scheme and management of the contract.

(e) Monitor GD Participants• and GD Certification Bodies• compliance with the Framework Regulations, GD Code of Practice and GD Branding Guidelines and address breaches identified, in conjunction with BEIS. Breaches will range from minor infringements of the Branding Guidelines, to serious breaches such as misselling of GD Plans. The GD ORB will liaise with a number of other regulators and enforcement bodies to ensure a joined-up approach to monitoring and enforcement such as, the Financial Conduct Authority (FCA) and local Trading Standards Authorities. A variety of approaches will be used to monitor and address breaches.

(f) Liaise as necessary with the Retail Energy Code (REC), which is a multi-party agreement that governs, among other matters, payment collection and remittance of GD charges and the operation of this by parties to the Code, including GD Providers, GD Finance Parties and electricity suppliers. This may include the occasional transfer to REC of Assets (documents) relating to the Green Deal Arrangements Agreement (GDAA) owned by BEIS in line with an Asset Transfer Agreement between BEIS and REC. (The GDAA preceded the REC, until 1 September 2021, as the agreement governing the payment collection and remittance of GD charges.) It will also include communications to facilitate the accession of new GD participants, participant withdrawals, and industry communications.

## How to Apply

UK Shared Business Services Ltd (UK SBS) will be using the Delta eSourcing Portal for

this procurement.

To register on the Delta eSourcing portal please use the link [httpP-s://www.deltaesourcing.com/](http-s://www.deltaesourcing.com/) (<httpP-s://www.delta-esourcing.com/>). and follow the instructions to register.

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

Quality criterion - Name: Methodology / Weighting: 40

Quality criterion - Name: Skills and Expertise / Weighting: 25

Quality criterion - Name: Risk / Weighting: 10

Price - Weighting: 25

#### **II.2.11) Information about options**

Options: Yes

Description of options

Initial end date of 30/06/2023 (with potential end dates of 30/06/2024 and

30/06/2025 under +1 year +1 year contract arrangement.

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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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-018142](#)

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## **Section V. Award of contract**

### **Contract No**

PS21102

### **Title**

PS21102 Administration of the Green Deal Oversight and Registration body

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

25 October 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 0

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

**V.2.3) Name and address of the contractor**

Gemserv Limited

8 Fenchurch Place

London

EC3M 4AJ

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £865,000

Total value of the contract/lot: £634,324



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## Section VI. Complementary information

### VI.4) Procedures for review

#### VI.4.1) Review body

UK Shared Business Services

Swindon

SN21FF

Email

[policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Telephone

+44 1793567005

Country

United Kingdom

Internet address

[www.uksbs.co.uk](http://www.uksbs.co.uk)