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Tender

Provision of a fixed penalty notice enforcement service

Birmingham City Council

F02: Contract notice

Notice identifier: 2021/S 000-029073

Procurement identifier (OCID): ocds-h6vhtk-02f900

Published 22 November 2021, 4:33pm

Section I: Contracting authority

I.1) Name and addresses

Birmingham City Council

10 Woodcock Street

Birmingham

B4 7WB

Contact

Corporate Procurement Services

Email

etendering@birmingham.gov.uk

Telephone

+44 1214648000

Fax

+44 1213037322

Country

United Kingdom

NUTS code

UKG31 - Birmingham

Internet address(es)

Main address

www.finditinbirmingham.com

Buyer's address

www.in-tendhost.co.uk/birminghamcc

I.3) Communication

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

www.in-tendhost.co.uk/birminghamcc

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.in-tendhost.co.uk/birminghamcc

Tenders or requests to participate must be submitted to the above-mentioned address

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

Provision of a fixed penalty notice enforcement service

Reference number

P0726

II.1.2) Main CPV code

- 90714100 - Environmental information systems

II.1.3) Type of contract

Services

II.1.4) Short description

The Council wishes to establish a Framework Agreement for the provision of Fixed Penalty Notice Enforcement Service. The Council requires an organisation for the issuing of Fixed Penalty Notices (FPN) on behalf of the Council for offences such as littering, smoking in smoke free areas and dog fouling. In addition, they may be required to assist in undertaking patrols to tackle low level anti-social behaviour as well as other interventions aimed at improving visitor experience to the city. This is for the operation of a managed service to include the provision of enforcement officers to issue Fixed Penalty Notices (FPNs) with a suitable back office computer system in order to administer the service, manage the process up to the point of criminal prosecution. The successful organisation is also required to take payments on behalf of the Council via a variety of different payment methods including telephone, online and cash payments.

II.1.5) Estimated total value

Value excluding VAT: £1,750,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90714100 - Environmental information systems
- 48444000 - Accounting system
- 48900000 - Miscellaneous software package and computer systems
- 90714600 - Environmental security control services

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

II.2.4) Description of the procurement

The Council wishes to establish a Framework Agreement for the provision of Fixed Penalty Notice Enforcement Service. The Council requires an organisation for the issuing of Fixed Penalty Notices (FPN) on behalf of the Council for offences such as littering, smoking in smoke free areas and dog fouling. In addition, they may be required to assist in undertaking patrols to tackle low level anti-social behaviour as well as other interventions aimed at improving visitor experience to the city. This is for the operation of a managed service to include the provision of enforcement officers to issue Fixed Penalty Notices (FPNs) with a suitable back office computer system in order to administer the service, manage the process up to the point of criminal prosecution. The successful organisation is also required to take payments on behalf of the Council via a variety of different payment methods including telephone, online and cash payments. The Framework Agreement will last for four years (unless terminated under agreement provisions). The Framework Agreement will be awarded to a single supplier.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

No

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Details provided in tender documentation.

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

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 a single operator

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

Does not exceed 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

23 December 2021

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

23 December 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

Please note TUPE may apply to this contract. The TUPE information will be released to you upon receipt of a signed copy of TUPE Confidentiality Agreement. You are advised to fill this in as soon as possible on receipt and return via <https://in-tendhost.co.uk/birminghamcc> via the correspondence function. The Council will be using its free to use e-tendering system (in-tend) for the administration of this procurement process and potential suppliers must register with the system to be able to express an interest. If you wish to express an interest in this opportunity please click on the following link to access <https://in-tendhost.co.uk/birminghamcc/> and submit your details to register. You will then be sent details on how to log on which will enable you to download all relevant Invitation to Tender (ITT) documentation. If you are unable to register with In-tend or have any questions or problems on how to use this web site please either email us at: cps@birmingham.gov.uk Your completed tender submission should be returned by noon on 23rd December 2021 via the 'in-tend' system <https://in-tendhost.co.uk/birminghamcc>

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom