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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](mailto: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](http://www.finditinbirmingham.com)

Buyer's address

[www.in-tendhost.co.uk/birminghamcc](http://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](http://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](http://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

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## **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

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## **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

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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 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

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## 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](mailto: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