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Planning

## **Financial administration and management of Scottish Government heat and energy efficiency grant and loan schemes**

Scottish Government

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-029661

Procurement identifier (OCID): ocds-h6vhtk-037794

Published 20 October 2022, 4:45pm

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Contact**

Gary Crombie

#### **Email**

[gary.crombie@gov.scot](mailto:gary.crombie@gov.scot)

#### **Telephone**

+44 7392287522

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.scotland.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Ministry or any other national or federal 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**

Financial administration and management of Scottish Government heat and energy efficiency grant and loan schemes

#### **II.1.2) Main CPV code**

- 71314300 - Energy-efficiency consultancy services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Scottish Government is seeking a service provider to undertake the financial administration and management of a number of its heat and energy efficiency loan and grant schemes

#### **II.1.5) Estimated total value**

Value excluding VAT: £5,000,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

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

- 66172000 - Financial transaction processing and clearing-house services
- 66190000 - Loan brokerage services
- 79940000 - Collection agency services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government is seeking a service provider to undertake the financial administration and management of a number of its heat and energy efficiency loan and grant schemes. The current contract comes to an end on the 31st May 2023.

The service provider will assume the management and administration of 16 grant and loan schemes, as well as any future schemes introduced by the Scottish Government. The service provider will have to deliver the following across those individual schemes:

Application processing and decision making

Administration of loan and grant payments

Administration of loan repayments

Records management

Liaison with advice partners to maintain an effective and efficient customer journey

**II.2.14) Additional information**

At the time of publication of the PIN the contract will be for 12 months with 2 x 6 months optional extensions to be invoked at Scottish Ministers discretion however this may be subject to change at the time of issuing the contract notice

**II.3) Estimated date of publication of contract notice**

5 January 2023

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**Section IV. Procedure**
**IV.1) Description****IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Any organisation intending to bid for this opportunity must be registered with the Financial Conduct Authority at the time of contract award

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=710874](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=710874).

(SC Ref:710874)