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Tender

Over the Counter Payment Services

ENERGIA GROUP NI HOLDINGS LIMITED

F05: Contract notice – utilities

Notice identifier: 2023/S 000-030721

Procurement identifier (OCID): ocds-h6vhtk-040ced

Published 18 October 2023, 11:30am

Section I: Contracting entity

I.1) Name and addresses

ENERGIA GROUP NI HOLDINGS LIMITED

Greenwood House 64 Newforge Lane

Belfast

BT95NF

Contact

Susan Hutchinson

Email

Susan.hutchinson@powerni.co.uk

Telephone

+44 2890385726

Country

United Kingdom

Region code

UKN06 - Belfast

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.energiagroup.com

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

www.energiagroup.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.energiagroup.com

I.6) Main activity

Electricity

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Over the Counter Payment Services

Reference number

EG23004

II.1.2) Main CPV code

- 65000000 - Public utilities

II.1.3) Type of contract

Services

II.1.4) Short description

Energia Group wish to appoint a contractor to provide a range of Over the Counter Payment Services for the processing of customer payments relating to the supply of energy in Northern Ireland (NI).

Details of which will be further described in the PIM/PQQ.

II.1.5) Estimated total value

Value excluding VAT: £3,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 65310000 - Electricity distribution

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

Energia Group is seeking to appoint a supplier to provide the services. The supplier will need to demonstrate that it is capable of providing the full range of Over-the-Counter Payment Services

At a high level the services will include:

- Collection of payments from customers via Payment Points.
- Reclaims
- Customer Receipting
- Settlement
- Reporting
- Marketing and Promotion
- IT Software Systems and Hardware infrastructure
- Network Operations
- Payment Point Network

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £3,000,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further maximum period of 24 months.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 1

Maximum number: 4

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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 are described in the Project Information Memorandum (PIM) and Pre-Qualification Questionnaire (PQQ) which will be available to any Applicant that registers and on request by email to OTCPaymentServices@energiagroup.com

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

III.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

Applicants will be assessed in accordance with the Utilities Contracts Regulations 2016, as amended, on the basis of information provided in response to a pre-qualification questionnaire ("PQQ") in line with those instructions and criteria for qualitative selection outlined in the Project Information Memorandum (PIM).

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Negotiated procedure with prior call for competition

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: [2018/S 040-088348](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

6 November 2023

Local time

2:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

10 November 2023

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

Interested parties should contact Procurement at Energia Group at the following email address,

OTCPaymentServices@energiagroup.com

to register an interest, and access to the Data Room and relevant documentation will be implemented.

VI.4) Procedures for review

VI.4.1) Review body

Energia Group NI Holdings Limited

Greenwood House 64 Newforge Lane

Belfast

BT9 5NF

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Energia Group NI Holdings Limited will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. Applicants which are unsuccessful shall be informed by Energia as soon as possible after the decision has been made as to the reasons why the Applicant was unsuccessful. If an appeal regarding the award of the contract has not been successfully resolved, The Utilities Contracts Regulations 2016 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court (England, Wales, and Northern Ireland). Any such action must generally be brought within 30 days.

If a declaration of ineffectiveness is sought, any such action must be brought within 30 days where Energia has communicated the award of the contract and a summary of reasons to tenderers, or otherwise within 6 months of the contract being entered into. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order Energia to amend any documents and may award damages. If the contract has been entered into the Court may, depending on the circumstances, award damages, make a declaration of ineffectiveness, order Energia to pay a fine, and/or order that the duration of the contract/s be shortened. The purpose of the standstill period referred to above is to allow the parties to apply to the Courts to set aside the award decision before the contract is entered into.