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Planning

Purchasing, Distribution and Administration of Solid Fuel Benefits

Department for Business, Energy & Industrial Strategy

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-030777

Procurement identifier (OCID): ocids-h6vhtk-040d15

Published 18 October 2023, 2:12pm

Section I: Contracting authority

I.1) Name and addresses

Department for Business, Energy & Industrial Strategy

London

Contact

Waseem Rana

Email

waseem.rana@energysecurity.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/department-for-energy-security-and-net-zero>

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

Section II: Object**II.1) Scope of the procurement****II.1.1) Title**

Purchasing, Distribution and Administration of Solid Fuel Benefits

II.1.2) Main CPV code

- 09111000 - Coal and coal-based fuels

II.1.3) Type of contract

Supplies

II.1.4) Short description

The purpose of this Prior Information Notice is to alert potential suppliers to an opportunity in relation to a potential requirement to support the Department for Energy Security and Net Zero (“DESNZ”) deliver its legal obligations in relation to historic concessionary fuel liabilities.

DESNZ wishes to commission a contract to manage the purchasing, distribution, and administration of solid fuel benefits to qualifying individuals under the National

Concessionary Fuel Scheme (NCFS).

We are looking to contract a supplier for up to 6 years (likely to be split into an initial 3 year term with an option to extend for an additional 3 years subject to requirements) to manage all aspects of the solid fuel supply element of the NCFS to around 3400 concessionaires who receive their concessionary fuel entitlement through a delivery of solid fuel. This number is declining in line with mortality rates. We expect the contract to commence on 29th March 2025 when a predicted 2680 concessionaires will remain.

It is a demand led contract based on decreasing numbers with a number of variables and uncertainties. We therefore require a flexible service which allows for a decrease of the business and unpredicted changes in requirements.

II.1.5) Estimated total value

Value excluding VAT: £28,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 09100000 - Fuels
- 09110000 - Solid fuels

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

National Requirement

II.2.4) Description of the procurement

The full requirements will be set out in the specification but will include:

Purchase of all solid fuels – see Annex A for the list of current fuels.

Delivery of solid fuel to households across Great Britain (England, Scotland, and Wales)

General administration of services to Beneficiaries including correspondence relevant to the services eg issuing the delivery letter annually

Effective liaison with the National Concessionary Fuel Office (a trading name of Capita Pension Solutions Limited)

The support services are likely to include:

Provision of information and reporting to the Department on beneficiary numbers, deliveries, operations, complaints, and financial data

Stakeholder communication with relevant parties

Financial forecasting, modelling and in year monitoring

Governance, including fraud controls, audit and risk management

Business Continuity and Disaster Recovery arrangements

Data handling compliance including GDPR considerations and cyber security provisions

Effective IT systems to enable regular data exchanges with the National Concessionary Fuel Office

Transition management to enable the contract to go live on 29th March 2025

Exit management including full cooperation with DESNZ and others as required.

II.2.14) Additional information

Please access the event in the link below to review questions and upload your responses as a PDF document via the following Jaggaer link

<https://beisgroup.ukp.app.jaggaer.com/go/90019233018B3DA49DBC>

To register for a Jaggaer account please follow this link –

<https://beisgroup.ukp.app.jaggaer.com/>

II.3) Estimated date of publication of contract notice

18 October 2023

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

Section VI. Complementary information

VI.3) Additional information

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Responses need to be submitted by Monday 19th November 2023 13:00, following this the notice will end.