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Tender

## **Provision of Sub-Metering Service**

West Sussex County Council

F02: Contract notice

Notice identifier: 2023/S 000-031433

Procurement identifier (OCID): ocds-h6vhtk-040ec1

Published 25 October 2023, 10:47am

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

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

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

#### **Contact**

Emma Ford

#### **Email**

[emma.ford@westsussex.gov.uk](mailto:emma.ford@westsussex.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKJ27 - West Sussex (South West)

**Internet address(es)**

Main address

<https://www.westsussex.gov.uk/default.aspx>

Buyer's address

<https://www.westsussex.gov.uk/default.aspx>

**I.3) Communication**

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

<https://westsussex-esourcingportal.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://westsussex-esourcingportal.force.com/s/Welcome>

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 Sub-Metering Service

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

- 65500000 - Meter reading service

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

Services

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

West Sussex County Council (the Council) has a growing number of assets which require sub-metering for example: rooftop solar PV systems and heat pumps. The performance of these systems are measured using sub-meters and some sites also have meters installed to check the quantity of exported electricity (for solar PV systems). These readings are used to:

- o Monitor performance.
- o Prepare claims for Feed in Tariff payments; and
- o Prepare billing for building occupiers.

Having complete half hourly readings available on a day + 1 basis is an essential part of our asset management.

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

Value excluding VAT: £200,000

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

This contract is divided into lots: No

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

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

- 71314000 - Energy and related services

- 38554000 - Electricity meters
- 38551000 - Energy meters
- 38550000 - Meters
- 65500000 - Meter reading service

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

NUTS codes

- UKJ27 - West Sussex (South West)

Main site or place of performance

West Sussex

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

West Sussex County Council (the Council) has a growing number of assets which require sub-metering. The performance of these systems are measured using sub-meters and some sites also have meters installed to check the quantity of exported electricity (for solar PV systems). These readings are used to:

- Monitor performance;
- Prepare claims for Feed in Tariff payments; and
- Prepare billing for building occupiers.

### **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**

Start date

1 March 2024

End date

31 March 2029

This contract is subject to renewal

Yes

#### Description of renewals

The initial term of the Contract will be from and including 01/03/2024 for a period of 5 years and 1 month up to and including 31/03/2029 with the option for the Council to extend the Contract Period for a further 2 years up to 31/03/2031. All extensions will be made at the Council's discretion and are not guaranteed.

#### **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 IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

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

Date

17 November 2023

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

25 October 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

Country

United Kingdom

Internet address

<https://www.westsussex.gov.uk/default.aspx>