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Tender

Business Rates Forecasting and RV Finder

Sandwell MBC

F02: Contract notice

Notice identifier: 2023/S 000-031824

Procurement identifier (OCID): ocds-h6vhtk-040fc1

Published 27 October 2023, 2:50pm

Section I: Contracting authority

I.1) Name and addresses

Sandwell MBC

Sandwell Council House, Freeth Street

Oldbury

B69 3DB

Contact

Jessica Prince

Email

jessica_prince@sandwell.gov.uk

Country

United Kingdom

NUTS code

UKG37 - Sandwell

Internet address(es)

Main address

www.sandwell.gov.uk

Buyer's address

www.sandwell.gov.uk

I.3) Communication

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

<https://in-tendhost.co.uk/sandwellmbc>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sandwellmbc>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Business Rates Forecasting and RV Finder

Reference number

SMBC 23071

II.1.2) Main CPV code

- 66171000 - Financial consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Business Rates localisation presents challenges for local authorities in relation to the calculation and forecasting of various elements of the business rates retention scheme. As an authority participating in the rates retention pilot scheme in Sandwell we currently retain 100% of the income generated through Business Rates. It is crucial we are able to manage our rating list effectively, forecast changes which may affect net collectable debit and maximise growth through early identification of commercial properties in the area. Rates avoidance is a serious concern and it is important that efforts are made to validate reductions applied as much as possible. In Sandwell large numbers of hereditaments receive Small Business Rates Relief but this will no longer apply if a company/organisation has more than one business in the same name. Sandwell MBC therefore require a company to provide Revenues Forecasting, RV Finder, Small Business Rates Relief Audit and Council Tax Property Finder.

II.1.5) Estimated total value

Value excluding VAT: £232,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66171000 - Financial consultancy services
- 79212100 - Financial auditing services
- 48440000 - Financial analysis and accounting software package
- 79412000 - Financial management consultancy services
- 79212500 - Accounting review services
- 48441000 - Financial analysis software package

II.2.3) Place of performance

NUTS codes

- UKG37 - Sandwell

II.2.4) Description of the procurement

Business Rates localisation presents a variety of challenges for local authorities in relation to the calculation and forecasting of the various elements of the business rates retention scheme. As an authority participating in the rates retention pilot scheme in Sandwell we currently retain 100% of the income generated through Business Rates. It is crucial that we are able to manage our rating list effectively, forecast changes which may affect net collectable debit and maximise growth through the early identification of commercial properties in the area. Rates avoidance is a serious concern especially in the current climate and it is important that efforts are made to validate reductions applied as much as possible. In Sandwell large numbers of hereditaments receive Small Business Rates Relief but this will no longer apply if a company/organisation has more than one business in the same name. Sandwell MBC therefore require a company who can provide: • Revenues Forecasting • RV Finder • Small Business Rates Relief Audit • Council Tax property finder The contract duration is for 4 years from 14 April 2024 – 13 April 2028.

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

Yes

Description of renewals

The contract will be retendered for in 4 years' time.

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

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

Please refer to the ITT documents.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please refer to the ITT documents.

Minimum level(s) of standards possibly required

Please refer to the ITT documents.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Please refer to the ITT documents.

Minimum level(s) of standards possibly required

Please refer to the ITT documents.

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: Yes

IV.2) Administrative information

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

Date

27 November 2023

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

27 November 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4 years

VI.3) Additional information

The Council will be using the In-tend e-Tendering System for this Procurement exercise, please visit <https://in-tendhost.co.uk/sandwellmbc> to access the Sandwell MBC In-tend Supplier Portal. From here you will be able to register your company, express an interest in the opportunity, and gain immediate access to the ITT and other related documents. In Order to View the On-Line Questionnaire and Submit a Tender, you will be required to ' Opt-In'. For a Step by Step user guide to the Sandwell MBC In-tend Supplier Portal please click on the 'Guidance for Suppliers' section of the website. All procurement responses must be carried out via the Sandwell MBC In-tend Supplier Portal. If you require further assistance in respect of the system, please contact the In-tend support team on 0844 272 8810.

VI.4) Procedures for review

VI.4.1) Review body

The High Court of England

Royal Court of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom