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Tender

Legal Advice Services to the Trustees of the Parliamentary Contributory Pension Fund (PCPF)

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly)

F02: Contract notice

Notice identifier: 2024/S 000-032225

Procurement identifier (OCID): ocds-h6vhtk-04a6b2

Published 8 October 2024, 12:25pm

Section I: Contracting authority

I.1) Name and addresses

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly)

Parliament Square

LONDON

SW1A 0AA

Contact

Parliamentary Commercial Directorate (PCD)

Email

PCD@parliament.uk

Country

United Kingdom

Region code

UKI32 - Westminster

National registration number

210715608

Internet address(es)

Main address

<https://www.parliament.uk/>

Buyer's address

<https://www.parliament.uk/>

I.3) Communication

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

<https://atamis-ukparliament.my.site.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://atamis-ukparliament.my.site.com/s/Welcome>

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://atamis-ukparliament.my.site.com/s/Welcome>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Other activity

Legal advisory services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Legal Advice Services to the Trustees of the Parliamentary Contributory Pension Fund (PCPF)

Reference number

GSV3198

II.1.2) Main CPV code

- 79111000 - Legal advisory services

II.1.3) Type of contract

Services

II.1.4) Short description

The successful Tenderer will be responsible for providing consistent legal advice and services to the Trustees of the Parliamentary Contributory Pension Fund (PCPF), ensuring the highest quality at all times to ensure the smooth operation of the Fund.

II.1.5) Estimated total value

Value excluding VAT: £1,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79111000 - Legal advisory services

II.2.3) Place of performance

NUTS codes

- UKI32 - Westminster

Main site or place of performance

Westminster, London, SW1A 0AA

II.2.4) Description of the procurement

The Parliamentary Contributory Pension Fund (PCPF) invites applications from suitable organisations who wish to tender for a single supplier contract for the provision of Provision of Legal Advice to the Trustees of the PCPF.

The successful Tenderer will be responsible for providing consistent legal advice and services to the Trustees of the highest quality at all times to ensure the smooth operation of the Fund.

The contract will be for a period of 5 years with the option to extend for a further 5 years on the following basis 3+2. The full requirements are set out within the procurement documents which are downloadable free of charge from Atamis: <https://atamis-ukparliament.my.site.com/s/Welcome>

If your organisation is not already registered on the UK Parliament Atamis portal, please use the URL above and click on the 'Register here' button, registration is free. Guidance on how to register is available via a link beneath the registration button.

Once logged in, click on 'Find opportunities' and follow the on-screen instructions. Supplier guidance and support is available once logged in.

To ensure you receive email notifications from our system, please add the email domain 'notifications@atamis.co.uk' to your Safe Senders list.

The portal does not currently have the ability to generate alerts to registered suppliers when a new opportunity is published, therefore suppliers are encouraged to register as a supplier and subscribe to the notification service available in both Find a Tender and Contracts Finder to ensure they are notified immediately after publication of any new opportunities.

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: £1,500,000

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

Duration in months

120

This contract is subject to renewal

No

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.1.2) 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.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

4 November 2024

Local time

12:00pm

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

4 October 2024

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://judiciary.uk/highcourt>

VI.4.2) Body responsible for mediation procedures

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://judiciary.uk/highcourt>

