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Contract

Salary Sacrifice Cost Framework for additional voluntary contributions (SSAVCs)

Portsmouth City Council

F03: Contract award notice

Notice identifier: 2023/S 000-033430

Procurement identifier (OCID): ocds-h6vhtk-03d31d

Published 13 November 2023, 12:05pm

Section I: Contracting authority

I.1) Name and addresses

Portsmouth City Council

Civic Offices, Guildhall Square

PORTSMOUTH

PO12AL

Contact

Procurement Service

Email

procurement@portsmouthcc.gov.uk

Telephone

+44 2392688235

Country

United Kingdom

Region code

UKJ31 - Portsmouth

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.portsmouth.gov.uk/>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

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

Salary Sacrifice Cost Framework for additional voluntary contributions (SSAVCs)

II.1.2) Main CPV code

- 66500000 - Insurance and pension services

II.1.3) Type of contract

Services

II.1.4) Short description

Portsmouth City Council ('the council') has established a single supplier Framework agreement for the provision of a Salary Sacrifice Additional Voluntary Contribution (AVC) scheme.

The Framework will also be open for access by other UK Public Sector Organisations which include UK Public Sector Bodies, including Central Government, Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations.

Portsmouth City Council introduced the first Salary Sacrifice Additional Voluntary Contribution (SSAVC) in the UK and currently delivers the service in house. The Authority are now establishing the framework to enable the service to be delivered by an external provider.

SSAVCs are currently available to employers with Local Government Pension Scheme (LGPS) and NHS Pension Scheme members (this may be expanded to other organisations at a later date), and it is an employer's decision whether they implement a scheme. The key advantages are that SSAVC members can achieve significant growth figures on their savings whilst at the same time the employer also makes savings.

A full list of Authorities able to access the agreement was published in appendix 1 of the tender documents.

In setting up the Framework, the Council does not guarantee that any call-offs contracts will be awarded once the Framework is procured, that no form of exclusivity will be created and provides no guarantee of volume of work from either itself or other contracting authorities.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £35,640,000

II.2) Description

II.2.2) Additional CPV code(s)

- 66100000 - Banking and investment services
- 66520000 - Pension services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

In setting up the Framework, the Council will be acting as a Central Purchasing Body under regulation 37 PCR 2015 as the Framework will also be open for access by other UK Public Sector Organisations which include UK Public Sector Bodies, including Central Government, Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations.

II.2.4) Description of the procurement

The following is a summary of the requirements, for all information and full details please refer to the Specification given in Schedule 1 of the Framework Terms.

The Supplier shall provide a service that includes but is not limited to the following:

- Advice and guidance for Salary Sacrifice Additional Voluntary Contributions;
- Employee engagement and communication across the workforce;
- Integrated payroll reporting;
- Automated application and amendment processing;
- Seamless processes with investment providers;

- Onsite employee presentations;
- Interactive employee Webinars promoting all aspects of Financial Wellbeing;
- Individual one-to-one sessions for employees to receive guidance from experts;
- Provision of a web chat service and telephone helplines to support employees;
- Calculators to provide employees with retirement impacts and scenarios
- Full compliance with HMRC guidelines and Employment law;
- Information Security and Audit Trails

Optional Services

The following "Optional Services" shall also be made available to Participating Authorities for further information refer to the Specification given in schedule 1 of the Framework Terms:

- Standard Additional Voluntary Contributions
- Investment Advice
- Additional Financial Services

II.2.5) Award criteria

Cost criterion - Name: Main framework services Supplier fee / Weighting: 80%

Cost criterion - Name: Investment advice supplier fee / Weighting: 20%

II.2.11) Information about options

Options: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

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: [2023/S 000-015625](#)

Section V. Award of contract

Contract No

1

Title

Salary Sacrifice Cost Framework for additional voluntary contributions (SSAVCs)

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

8 August 2023

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

AVC Wise Limited

5 Margaret Road

Romford

RM2 5SH

Email

support@avcwise.co.uk

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

11406613

Internet address

<https://www.home.avcwise.co.uk/>

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £35,640,000

Total value of the contract/lot: £35,640,000

Section VI. Complementary information

VI.3) Additional information

In setting up the Framework, the Council will be acting as a Central Purchasing Body under regulation 37 PCR 2015 as the Framework will also be open for access by other UK Public

Sector Organisations which include UK Public Sector Bodies, including Central Government, Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations.

The anticipated potential value of services that could be provided via this Framework has been estimated to be £35,640,000, however, no guarantee or commitment as to the initial and future value of any work arising from this Framework can be given.

The Framework agreement for the provision of a Salary Sacrifice Additional Voluntary Contribution (AVC) scheme and additional services is for use by Contracting Authorities in the United Kingdom, British Overseas Territories, and Crown Dependencies that exist on 1st June 2023 and which fall into one or more of the following categories:

1. Any of the following:

- (a) Ministerial government departments;
- (b) Non ministerial government departments;
- (c) Executive agencies of government;
- (d) Non-Departmental Public Bodies (NDPBs), including advisory NDPBs, executive NDPBs, and tribunal NDPBs;
- (e) Assembly Sponsored Public Bodies (ASPBs);
- (f) Police forces;
- (g) Fire and rescue services;
- (h) Ambulance services;
- (i) Maritime and coastguard agency services;
- (j) NHS bodies;

(k) Educational bodies or establishments including state schools (nursery schools, primary schools, middle or high schools, secondary schools, special schools), academies, colleges, Pupil Referral Unit (PRU), further education colleges and universities;

(l) Hospices;

(m) National Parks;

(n) Housing associations, including registered social landlords;

(o) Third sector and charities;

(p) Citizens advice bodies;

(q) Councils, including county councils, district councils, county borough councils, community councils, London borough councils, unitary councils, metropolitan councils, parish councils;

(r) Public corporations;

(s) Public financial bodies or institutions;

(t) Public pension funds;

(u) Central banks; and

(v) Civil service bodies, including public sector buying organisations.

2. Those listed and maintained by the Government on their website at <https://www.gov.uk/government/organisations> or any replacement or updated web-link.

3. Those listed and maintained by the Office of National Statistics (ONS) at <https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/datasets/publicsectorclassificationguide> or any replacement or updated web-link.

4. Those bodies in England, Wales or Northern Ireland which are within the scope of the definition of "Contracting Authority" in regulation 2(1) of the Public Contracts Regulations 2015 (PCR) and/or Schedule 1 PCR and The Procurement (Scotland) Regulations 2016 or any replacements.

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

<https://www.justice.gov.uk/>