

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/035679-2023>

Contract

## **External Offsite Revenues Processing Service in respect of Council Tax and National Non-Domestic Rates**

The City of Edinburgh Council

F03: Contract award notice

Notice identifier: 2023/S 000-035679

Procurement identifier (OCID): ocds-h6vhtk-040782

Published 4 December 2023, 3:52pm

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

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

The City of Edinburgh Council

4 East Market Street

Edinburgh

EH8 8BG

#### **Contact**

Ben Fulton

#### **Email**

[ben.fulton@edinburgh.gov.uk](mailto:ben.fulton@edinburgh.gov.uk)

#### **Telephone**

+44 1315296432

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

**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**

External Offsite Revenues Processing Service in respect of Council Tax and National Non-Domestic Rates

Reference number

CT2990

**II.1.2) Main CPV code**

- 79500000 - Office-support services

**II.1.3) Type of contract**

Services

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

Processing Council Tax, Benefits and National Non-Domestic Rates (NNDR) details in respect of occupants / properties within the city to enable subsequent collection of all payments due and provide financial assistance to customers eligible for Council Tax reduction and / or Housing Benefit (if applicable).

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

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

The City of Edinburgh Council is responsible for processing Council Tax, Benefits and National Non-Domestic Rates (NNDR) details in respect of occupants / properties within the city to enable subsequent collection of all payments due and provide financial assistance to customers eligible for Council Tax reduction and / or Housing Benefit (if applicable). These are crucially important revenue streams for the Council to help fund essential core services and provide support to those who have a low income.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **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 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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-029129](#)

---

## **Section V. Award of contract**

### **Contract No**

CT2990

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

(SC Ref:752244)

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

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

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

Eh1 1LB

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.